Post-Tenure Review Appeals Committee Operating Policy

A. The post-tenure review appeals committee (PTRAC) shall hear only appeals from a post-tenure review in which the faculty member has received an evaluation of “unsatisfactory” by the post-tenure review unit. Before an appeal may be filed with the PTRAC, the faculty member must have exhausted all appropriate administrative remedies within the school or college. If the faculty member then wishes to file an appeal with the PTRAC, he/she must submit a written request for appeal to the PTRAC stating fully the grounds on which the appeal is based. This written request must be filed with the PTRAC within 15 days after a final decision has been rendered by the school or college under the appropriate administrative appeals procedure.

B. In extraordinary cases, the PTRAC, in its sole discretion, may grant a variance from the exhaustion requirement if the appellant petitions the PTRAC for such a variance in writing and shows good cause why the exhaustion requirement should not apply. The written request for variance must be filed with the PTRAC within 15 days of receiving the unsatisfactory post-tenure evaluation.

C. If the PTRAC decides that the decision of the post-tenure review unit is fair and valid, and that the suggested plan of improvement is appropriate, the decision of the post-tenure review unit will then be final and binding on the appellant. If, instead, the PTRAC decides that the evaluation process was flawed or that the determination of unsatisfactory is invalid, the PTRAC may (1) order that the matter be reheard by the post-tenure committee as if the matter had not previously been heard before and as if no decision had been previously rendered, or (2) it may recommend that the decision of the post-tenure review unit be reversed outright.

D. Voting Procedures for University Post-Tenure Review Appeals: Faculty from the candidate’s PTU will refrain from participating in any form of evaluation at all higher levels of review. (University Council, March 21, 2013)
   - **Quorum:** Consists of at least two-thirds of the membership.
   - **Abstentions:** No abstentions are allowed.
   - **Recusal:** Only allowed if a conflict of interest exists. Faculty members who recuse themselves are not considered eligible voters and may not participate in the discussion or consideration of the candidate’s post-tenure review appeal dossier.
   - **Absentee Ballots:** No absentee ballots are allowed.
   - **Recommendations:** A simple majority vote of eligible voting faculty members present at the meeting. A tie vote of eligible voting members present at the meeting is considered a negative recommendation.

E. The decision of the PTRAC is final and binding. The prior decision of any other committee is not binding on the PTRAC, although the PTRAC may take such a decision into consideration. If issues before the PTRAC are being considered simultaneously by the Faculty Grievance Committee, the Faculty Grievance proceeding shall be stayed until the PTRAC renders its decision.

Faculty Post-Tenure Review Appeals Committee
August 2000