

Policy AA-FPT-PO2

Tenure

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I. **Section 6-351 Tenure, UT System Policy**

General policy pertaining to tenure is set forth in the Board of Regents' *Rules and Regulations*, Rule 31007.

II. **Section 6-352 Tenure, UT Arlington Policy**

- A. Tenure denotes a status of continuing appointment as a member of the faculty at UT Arlington. Only members of the faculty with the academic titles of Professor or Associate Professor may be granted tenure.
- B. Members of the faculty promoted to the academic rank of Professor or Associate Professor while in service at UT Arlington shall acquire tenure upon approval of such promotion.
- C. Appointment to the faculty in the academic rank of Professor or Associate Professor may be with tenure in instances where the individual has already acquired a distinguished record at another university, in government service, or in business or industry. Such appointments require ample justification and approval by the Board of Regents.
- D. Tenure may be granted after satisfactory completion of a probationary period of full-time academic service in the ranks of Assistant Professor, Associate Professor, or Professor. The period of nontenured service shall in no event exceed seven academic years. Not later than August 31 of the sixth academic year of nontenured service, affected Instructors and Assistant Professors shall be notified in writing that the subsequent academic year will be the terminal year of employment. In the event that a nontenured faculty member is to be given a terminal appointment sooner than provided hereunder, notice thereof shall be given in accordance with Section 6-303, B.
- E. For purposes of calculating the maximum period of probationary service, an 'academic year' shall be the state fiscal year. One year of service toward acquisition of tenure is accrued by at least nine months full-time academic service. If a faculty member is initially appointed during an academic year, the period of service from the date of appointment to the beginning of the state

fiscal year shall not be counted toward the maximum probationary period of full-time faculty service. Service in the academic rank of Instructor is to be counted toward the maximum probationary period. Periods during which a faculty member is on leave of absence may not be counted as probationary service. Prior service at other academic institutions, whether inside or outside of The University of Texas System, shall not be counted toward the maximum probationary period.

The request for extension of tenure-track probationary period under certain limited circumstances must be consistent with the following guidelines:

1. A faculty member who determines that certain personal circumstances may impede his or her progress toward achieving demonstration of eligibility for recommendation of award of tenure may make a written request for extension specifying the reason(s) for the requested extension. Personal circumstances that may justify the extension include, but are not restricted to, disability or illness of the faculty member; status of the faculty member as a principal caregiver of a disabled, elderly, or ill member of the family of the faculty member. It is the responsibility of the faculty member to provide appropriate documentation to adequately demonstrate why the request should be granted.
 2. The request for extension shall be limited to one academic year. A request for an additional academic year's extension will follow the established request process, with the maximum duration of extension, whether consecutive or nonconsecutive, to be two academic years.
 3. Normally, requests for extension must be made in advance of the academic year or semester for which the extension is desired and may be made no later than three months prior to the deadline for initiation of the mandatory review process.
- F. All faculty appointments are subject to approval by the Board of Regents. No nontenured members of the faculty should expect continued employment beyond the term of his/her current appointment as approved by the Board. Any commitment to employ a nontenured member of the faculty beyond the term of his/her current appointment shall have no force and effect until approved by the Board.
- G. The following academic titles may also be used. With the exception of the rank of Instructor, academic service within these ranks cannot be counted toward the satisfaction of any maximum probationary period. Appointments to these titles shall be for a period of time not to exceed one academic year. With the exception of the title of Instructor, such appointments shall terminate at the expiration of the stated period of appointment without the notification of nonrenewal required by Section 6-353, B. If it is determined that it is to the benefit of the University, reappointment to these titles may be offered.
1. **Instructor.** This title denotes a probationary appointment as a member of the faculty. During the period of probationary appointment to this rank, the scholarly competence, teaching performance, and professional promise of the candidate will be evaluated.

2. **Lecturer.** This title may be used for individuals who will serve as teachers and whose experience and qualifications are comparable to those of faculty members in untenured, tenure-track positions.
3. **Senior Lecturer.** This title may be used for special teachers who will augment and complement regular teaching faculty and whose experience and qualifications are comparable to those of faculty members in tenure positions.
4. **Assistant Instructor.** This title may be used for certain graduate students teaching on a part-time or full-time basis who are in the last phases of their doctoral programs and who are unconditionally enrolled in graduate study.
5. **Teaching Assistant and Teaching Associate.** These titles apply to graduate students who are teachers and who are employed on a part-time basis. The only other teaching title for graduate students is Assistant Instructor.
6. **Faculty Associate.** This title may be applied to a person assigned to a research or nonteaching center, institute, or other unit or interdisciplinary program of the University.
7. **Specialist.** This title may be used for professional individuals who will serve as practitioners in specific areas of instruction, training, or supervision.
8. **Visiting Professor, Visiting Associate Professor, and Visiting Assistant Professor.** These titles are used only for temporary appointments of persons either visiting from other institutions where they hold similar ranks or who are brought to the University on a trial basis. Such appointments are limited to two years.
9. **Adjunct Professor, Adjunct Associate Professor, and Adjunct Assistant Professor.** One of these titles may be used when a qualified person from business, industry, government, private practice, or another institution of higher education may be teaching a course or participating in the teaching of a course. Except in special circumstances, this prefix should be used to designate part-time service on the faculty. Appointments to the faculty with an adjunct title may be with or without pay and shall be for a stated period of time not to exceed one academic year.

III. Section 6-353 Termination and Reappointment of Faculty

- A. Termination of the appointment of tenured faculty members and of all other faculty members before expiration of the stated period of appointment, except for financial exigency, abandonment of academic programs or positions in accordance with established rules and procedures, or by resignation, or retirement, will be only for good cause shown. The procedures for hearing and determining termination for good cause are set forth in the Regents' *Rules and Regulations*, Rule 31008, and in this Handbook of Operating Procedures, Subchapter 3-700.

- B. In the event of a decision not to reappoint a nontenured faculty member with the rank of Instructor, Assistant Professor, Associate Professor, or Professor, written notice will be given not later than March 1 of the first academic year of probationary service if the appointment expires on or before the end of that academic year, or not later than December 15 of the second academic year of probationary service if the appointment expires on or before the end of that academic year. After two or more academic years of nontenured service in such ranks, written notice shall be given not later than August 31 that the subsequent academic year will be the terminal year of appointment. The notice required by this section is not applicable to faculty with the titles specified in Section 6-301, G, or where termination or employment is for good cause.
- C. Each faculty member shall keep the President or his/her delegate notified of his/her current mailing address. Written notice or communications required by the provisions of the Handbook of Operating Procedures will be sent by mail to the last address given by the faculty member.
- D. Reappointment to a succeeding academic year, and the award of tenure after approval by the Board of Regents, may be accomplished only by notice by the President. No person shall be deemed to have been reappointed or to have been awarded tenure because notice of nonreappointment is not given or received by the time or in the manner prescribed in Section 6-303, B. Should it occur that notice is not received by the times prescribed, it is the duty of the faculty member concerned to make inquiry to determine the decision of the President. Upon such inquiry, the academic employee shall be notified of such decision without delay.

IV. **Section 6-354 Academic Freedom and Responsibility**

- A. Institutions of higher education are conducted for the common good. The common good depends upon a free search for truth and its free expression. Hence, subject to the adequate performance of his/her other academic duties, the faculty member will be free to pursue scholarly inquiry without undue restriction and to voice and publish his/her conclusion concerning the significance of evidence that he/she considers relevant. He/she must be free from the corrosive fear that others, inside or outside the University community, because their vision may differ from his/her own, may threaten his/her professional career or the material benefits accruing from it.
- B. Each faculty member is entitled to full freedom in the classroom in discussing the subject which he/she teaches, but he/she is expected not to introduce into his/her teaching controversial matter which has no relationship to his/her subject. Each faculty member is also a citizen of his/her nation, state, and community and, when he/she speaks or writes as such, will be free from institutional censorship or discipline.
- C. The fundamental responsibilities of a faculty member as a teacher and scholar include a maintenance and demonstration of competence in his/her field of specialization.
- D. Exercise of professional integrity by a faculty member includes recognition that the public will judge his/her profession and his/her institution by his/her statements. Therefore, he/she should strive to be accurate, to exercise

appropriate restraint, to show respect for the opinions of others, and to avoid creating the impression that he/she speaks or acts for his/her college or University when he/she speaks or acts as a private person.