



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

EDUCATION, RESEARCH, AND SERVICE COMMITTEE	
Tuesday, June 30, 2026	Gault Fine Arts Building, UT Southern
8:00 a.m. (CDT) / 9:30 a.m. (CDT)	Pulaski, TN

CONSENT AGENDA

- V. [Consent Agenda](#) – Action Tab 2
 - A. [Minutes of the Last Meeting](#) Tab 2.1
 - B. [2026 Institutional Mission Profile Statements](#) Tab 2.2
 - C. [Authorization for Conferral of Degrees, 2026-27 Academic Year](#) Tab 2.3
 - D. Proposed Faculty Handbook Revisions
 - 1) [UT Knoxville](#) Tab 2.4.1
 - 2) [UT Martin](#) Tab 2.4.2
 - 3) [UT Southern](#) Tab 2.4.3
 - E. [Tenure Recommendations Requiring Board Approval](#) Tab 2.5
 - 1) [Grant of Tenure upon Initial Appointment](#) Tab 2.5.1
 - 2) [Grant of Tenure upon Early Consideration](#) Tab 2.5.2



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Committee Consent Agenda**

Type: Action

Presenter: Jamie Woodson, Committee Chair

Background Information

Items on the Committee Consent Agenda are not presented or discussed in the Committee unless a Committee member requests that an item be removed from the Consent Agenda. The Bylaws provide that an item will not be removed from the Consent Agenda solely for the purpose of asking questions for clarification. Those questions should be presented to Dr. Bernie Savarese before the meeting.

Committee Action

If there are no requests to remove items on the Consent Agenda, the Committee Chair will call for motion that:

1. The reading of the minutes of the February 26, 2026 meeting of the Committee be omitted and that the minutes be approved as presented in the meeting materials.
2. The action items set forth on the Consent Agenda be recommended for adoption by the Board of Trustees.

If the motion passes, the items requiring Board approval will go forward to the Consent Agenda of the full Board meeting.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

MINUTES OF THE EDUCATION, RESEARCH, AND SERVICE COMMITTEE February 26, 2026

The Education, Research, and Service Committee of The University of Tennessee Board of Trustees met at 12:30 p.m. (CST) on Thursday, February 26, 2026. The meeting was held in the Mooney Library at the UT Health Science Center in Memphis, Tennessee.

Committee Members Present: Jamie R. Woodson (Committee Chair); John C. Compton (Board Chair); Hon. William E. Haslam; Ashlee C. Mallon (Student Trustee); Shanea A. McKinney; Donald J. Smith; and Kenneth W. Vickers (Faculty Representative).

Other Trustees Present: Bradford D. Box; Decosta E. Jenkins; William C. (Bill) Rhodes III; J. David Wade; David N. Watson; and T. Lang Wiseman.

University Administration: President Randy Boyd; Linda C. Martin, Executive Vice President; Cynthia C. Moore, Board Secretary and Special Counsel; Chancellor Melinda Arnold (UT Southern); Chancellor Lori Mann Bruce (UT Chattanooga); Chancellor Peter Buckley (UT Health Science Center); Chancellor Yancy Freeman (UT Martin); and Chancellor Donde Plowman (UT Knoxville). Additional members of the UT senior leadership and staff were also in attendance.

Ms. Moore announced the presence of a quorum. The meeting was webcast for the convenience of the University community, the general public, and the media.

Opening Remarks of the Committee Chair

Committee Chair Jamie Woodson called the meeting to order and welcomed those in attendance. She expressed appreciation to Chancellor Peter Buckley and the faculty and staff of the University of Tennessee Health Science Center for their hospitality and for the thoughtful planning and preparation associated with hosting the Board's winter meeting in Memphis.

Requests to Address the Board

There were no requests to address the Committee.

Consent Agenda

The Committee considered the Consent Agenda, which included: (i) approval of the minutes of the previous meeting of the Education, Research, and Service Committee; and (ii) approval of the Grant of Tenure upon Initial Appointment. Chair Woodson asked whether any

Committee member wished to remove an item from the Consent Agenda for separate consideration. There being no requests, and upon motion duly made and seconded, the Committee approved the Consent Agenda as presented.

Revised Student Code of Conduct, UTM

Dr. Andy Lewter, Vice Chancellor for Student Affairs, presented proposed revisions to the University of Tennessee at Martin Student Code of Conduct. He explained that the revisions are intended to modernize and clarify the document, improve organization and readability, and ensure continued alignment with current federal regulations and University practices while maintaining the existing standards of student conduct.

The proposed revisions include updated terminology and definitions, clarification of disciplinary procedures and appeals processes, additional due process protections, expanded medical amnesty provisions designed to encourage students to seek emergency assistance, and revisions intended to improve consistency with student conduct processes across the UT System. Dr. Lewter noted that the revisions are primarily organizational and procedural in nature and do not substantially alter the standards expected of students.

Upon motion duly made and seconded, the Committee approved a recommendation that the Board of Trustees adopt the Resolution approving the revised Student Code of Conduct for the University of Tennessee at Martin.

New Academic Programs

Bachelor of Science in Bioinformatics, UTK.

Dr. John Zomchick, Provost and Vice Chancellor, presented a proposal to establish a Bachelor of Science in Bioinformatics at the University of Tennessee, Knoxville. He described the proposed degree as Tennessee's first undergraduate program in the field, combining biological sciences, computer science, and data analytics to address workforce needs in agriculture, environmental science, biotechnology, and related sectors. The curriculum includes experiential learning opportunities designed to prepare graduates for immediate employment or graduate study while advancing the University's land-grant mission through applied research and workforce development.

The Committee discussed projected enrollment for the program, including whether the estimates reflected new student growth or migration from existing academic programs. Provost Zomchick explained that the projections include both current UT students pursuing related fields and new freshmen and transfer students expected to be attracted by the program's interdisciplinary focus. He further noted that implementation costs are expected to be minimal because the program will leverage existing faculty expertise and academic resources.

Upon motion duly made and seconded, the Committee approved a recommendation that the Board of Trustees adopt the Resolution establishing the Bachelor of Science in Bioinformatics at the University of Tennessee, Knoxville.

Master of Science in Retail, Hospitality, and Tourism Management, UTK

Provost Zomchick provided an update on the proposed Master of Science in Retail, Hospitality, and Tourism Management, which the Board had previously approved and the Tennessee Higher Education Commission ("THEC") subsequently reviewed. He explained that THEC requested additional information regarding workforce demand for program graduates and the anticipated return on investment for students completing the degree.

UTK intends to supplement its original submission with additional employer support and labor market information demonstrating continued demand for advanced analytical and leadership skills in the hospitality and tourism industries. Provost Zomchick noted that the curriculum, delivery model, and financial structure remain unchanged and that the Administration intends to return the proposal to THEC with the additional supporting information.

Chair Woodson expressed appreciation for the University's responsiveness to THEC's questions and noted that careful evaluation of workforce demand and student return on investment is an important part of the academic program approval process. President Boyd emphasized the importance of tourism and hospitality to Tennessee's economy and the need to develop a strong pipeline of qualified professionals to support continued economic growth across the state. Because the item was presented as an update and involved no changes to the academic program previously reviewed by the Committee and approved by the Board, no Committee action was required.

Presentations

Enrollment Reporting

High School Graduate Trends. Dr. Matt Matthews, Associate Vice President for Academic Affairs, presented an overview of recent high school graduate trends and the implications for undergraduate enrollment across the UT System. The presentation examined statewide high school graduation rates, college-going behavior, and the University's share of Tennessee students pursuing postsecondary education, providing context for the UT System's long-term enrollment strategy.

Dr. Matthews reported that the number of Tennessee high school graduates and the percentage of those students enrolling in college have largely recovered from the declines experienced during the COVID-19 pandemic and are approaching pre-pandemic levels. He noted that the UT System has continued to strengthen its position within the state's higher education market,

with approximately one out of every six Tennessee students attending college now choosing a UT institution.

Committee members engaged in extensive discussion regarding the relationship between demographic trends and future enrollment growth. It was observed that while Tennessee continues to experience modest growth in the number of high school graduates, overall college-going rates remain relatively flat, suggesting that recent enrollment gains by the University have resulted primarily from increased market share rather than expansion of the overall student population. Dr. Matthews agreed that the University's recent success reflects its ability to attract a larger proportion of Tennessee students and emphasized the importance of sustaining that momentum through continued outreach and recruitment efforts.

The Committee also discussed demographic patterns reflected in the statewide data, including declining participation by male students in higher education. Trustees noted that increasing overall college participation represents an important opportunity for the University to advance its statewide mission and help meet Tennessee's long-term workforce needs. The discussion emphasized that continued enrollment growth will depend not only on attracting additional students but also on encouraging more Tennesseans to pursue and complete postsecondary education.

Campus Admit, Yield, and Retention Rate Trends. Dr. Matthews presented admissions, enrollment yield, and first-year retention data for the University's primarily undergraduate campuses. He reviewed trends in applications, admission rates, yield rates, and retention, noting continued growth in student interest across the UT System and increasing selectivity at several campuses, particularly the University of Tennessee, Knoxville.

The Committee discussed the methodology used to report admissions statistics, including the distinction between total applications and "decisional applications," which include completed files containing all materials needed for an admissions decision. Dr. Matthews explained that the revised methodology aligns with national IPEDS¹ reporting standards and will provide greater consistency in future enrollment reports.

The Committee devoted substantial discussion to student retention trends across the campuses. Members commended the continued improvement in first-year retention rates and recognized the progress achieved through investments in student success initiatives and campus support services. They also noted opportunities to strengthen persistence beyond the first year and encouraged future reports to include second-, third-, and fourth-year retention data, along with graduation outcomes, to provide a more complete view of student success.

Committee members agreed that continued progress in retention and graduation will require sustained attention to advising, student engagement, financial support, and academic success

¹ *Integrated Postsecondary Education Data System, National Center for Education Statistics, Institute of Education Sciences, U.S. Department of Education.*

initiatives. The discussion underscored that enrollment growth remains important, but long-term institutional success also depends on helping students persist, complete their degrees, and graduate in a timely manner. University leadership indicated that additional longitudinal retention data will be incorporated into future Board reports.

Fall 2025 Student Experience Survey Results

Dr. Leigh Morales, Director of Student Success for the UT System, presented the results of the Fall 2025 Student Experience Survey. Now in its eighth administration, the systemwide survey was established at the Board's request to monitor student perceptions of their educational experience across the UT System. Administered annually through a consistent instrument across all campuses, the survey provides a longitudinal measure of student engagement and satisfaction and complements more comprehensive campus-level assessments.

The 2025 survey produced the highest participation rate since the instrument's inception, with more than 20,700 students – approximately one-third of the University's student population – submitting responses. Dr. Morales noted that the increased participation strengthens the reliability of the data, while the demographic composition of respondents remained consistent with the University's overall student population, allowing for meaningful year-over-year comparisons.

The results demonstrated continued positive trends across each of the five core indicators measured since 2021. Agreement with statements related to campus experience, belonging, and overall satisfaction continued to improve, while negative responses declined to single-digit percentages across each measure. Dr. Morales observed that the consistent survey methodology provides confidence that these trends reflect meaningful improvement in the student experience.

Committee members expressed appreciation for the significant increase in student participation and the continued improvement reflected in the results. The discussion noted that the expanded response rate provides a stronger basis for evaluating student perceptions across the UT System. Members also suggested that future Board presentations include faculty survey results alongside student and staff findings to provide a more comprehensive view of institutional climate and engagement.

The Committee recognized the survey as an important management tool for monitoring student engagement, identifying areas for continued improvement, and informing campus-level initiatives designed to strengthen the overall student experience.

Student Mental Health and Wellness

Dr. Jesse Gold, UT Chief Wellness Officer and Associate Professor of Psychiatry, presented an update on student mental health and wellness initiatives across the UT System. She emphasized the University's commitment to supporting student well-being as an essential

component of academic success, persistence, and degree completion. Dr. Gold also recognized campus counseling professionals, wellness staff, and student affairs leaders whose work provides direct support to students.

Dr. Gold reviewed national trends showing that rates of anxiety, depression, and suicidal ideation among college students have improved from the historic highs experienced during the COVID-19 pandemic but remain elevated compared to pre-pandemic levels. She noted that mental health challenges continue to be a significant barrier to student success and cited recent national Gallup research indicating that students considering leaving college are more likely to identify mental health concerns than financial considerations as the primary factor influencing that decision.

The presentation outlined the University's comprehensive approach to student wellness, which includes prevention, early intervention, coordinated behavioral health services, health promotion programming, peer support initiatives, and campus partnerships. Dr. Gold emphasized that mental health should be viewed not only as a clinical service but also as an integral part of student success, requiring collaboration among academic affairs, student affairs, counseling services, and campus leadership.

Committee members recognized the connection between student wellness and the University's retention and graduation goals and expressed appreciation for continued investment in mental health services across the UT System. The discussion underscored student well-being as an important strategic priority and emphasized the need for sustained attention to prevention, access to care, and early intervention to support student success over time.

Closing Remarks and Adjournment

Committee, Chair Woodson thanked the presenters, Committee members, and University leadership for their thoughtful participation and the informative discussions regarding academic affairs and student success initiatives across the UT System.

There being no further business to come before the Committee, the meeting was adjourned.

Respectfully Submitted,

/s/ Cynthia C. Moore

Cynthia C. Moore

Secretary and Special Counsel

Information Items

- Report on Post Approval Monitoring of Academic Programs
- Certification of Degrees Conferred



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026
 Committee: Education, Research, and Service
 Item: **2026 Institutional Mission Profile Statements**
 Type: Action

Background Information

Tennessee Code Annotated § 49-9-212 requires all institutions governed by the Board of Trustees to submit annually institutional mission statements to the Tennessee Higher Education Commission for review and approval (“Profile Statements”). By statute, the Profile Statements shall:

- (1) Characterize distinctiveness in degree offerings by level, focus, and student characteristics, including, but not limited to, nontraditional students and part-time students; and
- (2) Address institutional accountability for the quality of instruction, student learning, and, when applicable, research and public service to benefit Tennessee citizens.

These Profile Statements are used to help minimize program redundancy and to help determine mission-based formula weighting in the outcomes-based formula funding model.

The 2026 Profile Statements are attached. In this regard, there were minor updates to the Profile Statement for UT Martin, with more substantial changes for UT Health Science Center, UT Knoxville, UT Chattanooga, and UT Southern. Across all campuses, the Profile Statements reflect a sharpened focus on strategic priorities and UT mission. The statements are attached, including redlined versions demonstrating the changes.

The Profile Statements are being presented with the support of the respective Chancellor, the UT System Vice President for Academic Affairs, Research, and Student Success, and the President. If approved by the Board of Trustees, the Profile Statements will be submitted to THEC for Commission approval.

[Resolution appears on the next page.]



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

Resolved:

The Board of Trustees hereby approves the institutional mission profile statements ("Profile Statements") for:

- (i) The University of Tennessee at Chattanooga,
- (ii) The University of Tennessee Health Science Center,
- (iii) The University of Tennessee, Knoxville,
- (iv) The University of Tennessee at Martin, and
- (v) The University of Tennessee Southern,

as presented in the meeting materials. The Profile Statements shall be attached to this Resolution after adoption. Further, the Board of Trustees authorizes the administration to submit such statements to the Tennessee Higher Education Commission for any approvals that may be required.

University of Tennessee Institutional Mission Profiles

20252026

The University of Tennessee at Chattanooga

The University of Tennessee at Chattanooga is a comprehensive metropolitan institution offering bachelor's, master's, specialist, and ~~selected~~ doctoral degrees and certificates to ~~11,500~~more than 12,000 students through the Colleges of Arts and Sciences; Engineering and Computer Science; Health, Education, and Professional Studies; Nursing; and the Gary W. Rollins College of Business, as well as the Graduate School. ~~The UTC Honors College was founded in 2013 and serves undergraduates across all colleges.~~ Founded in 1886, the ~~campus joined The University of Tennessee system in 1969 and leverages strengths in the liberal arts and outstanding professional programs that are~~university serves as a talent pipeline essential to the economic vitality of one of the nation's most dynamic regions. ~~UTC~~UT Chattanooga is classified as a Carnegie Doctoral/Professional campus and has earned the elective Carnegie classification as a Community Engagement campus for both curricular engagement and outreach and partnerships. ~~UTC's~~UT Chattanooga's NCAA ~~D-1~~Division I intercollegiate athletics programs compete within the historic Southern Conference. ~~UTC's~~UT Chattanooga's beautiful campus ~~along the Tennessee River is~~ steps fromin the heart of "The Scenic City," and Chattanooga, where our ~~academic and extra-curricular offerings~~students capitalize on and support the city's entrepreneurial high-tech economy as well as the ~~place known as "The Best Town Ever."~~region's top-rated medical corridor, all while enjoying the benefits of living in the country's first National Park City.

University of Tennessee Institutional Mission Profiles

20252026

The University of Tennessee Health Science Center

The University of Tennessee Health Science Center (UT Health Sciences) is the leading public academic health institution in the state, committed to transforming lives through collaborative and inclusive education, research/scholarship, clinical care, and public service. While Memphis is home to UT Health ~~Science Center~~Sciences, it reaches every corner of the state with regional campuses in Chattanooga, Knoxville, and Nashville. UT Health ~~Science Center~~Sciences supports a distributed model of ~~more than~~approximately 800 clinical training sites across Tennessee.

UT Health ~~Science Center~~Sciences educates over ~~3,000~~100 undergraduate, graduate, and professional students each year. Its 6 colleges – Dentistry, Graduate Health Sciences, Health Professions, Medicine, Nursing, and Pharmacy - offer 33 degree programs and 19 graduate certificates. More than 1,100 new health care providers and researchers graduate each year from UT Health ~~Science Center~~Sciences, and more than 400 residents, fellows, and post-doctoral researchers complete specialized training every year.

Receiving over ~~\$9684~~ million in grant and contract awards in ~~2024~~2025, UT Health ~~Science Center~~Sciences leads the state in research on the causes, treatment, and prevention of diseases. ~~With~~As a doctoral university holding the highest Carnegie classification for research ~~cores~~activity with research excellence in ~~advanced imaging, flow cytometry, cancer, infectious disease, cardiovascular, neuro, and cell sorting, molecular bioinformatics, and proteomics and metabolomics (among others)~~rural health care models and the state-of-the-art Regional Biocontainment Laboratory, UT Health ~~Science Center~~Sciences attracts talented researchers making significant contributions to the latest advances in health.

University of Tennessee Institutional Mission Profiles

20252026

Clinical care is provided across the state by UT Health ~~Science Center~~Sciences clinical practice groups. UT Le Bonheur Pediatric Specialists is the Mid-South's only multi-specialty pediatric practice focused on children's health care. UT Regional One Physicians enhances specialty care and hospital-based medicine in the Memphis area. With significant clinical partnerships with the UT Medical Center in Knoxville, Erlanger Health System in Chattanooga, and Ascension Saint Thomas Health System in Nashville, and specialty clinics including the Hamilton Eye Institute, the Oral and Maxillofacial Diagnostic Services, and the Rachel Kay Stevens Therapy Center (focused on occupational therapy), UT Health ~~Science Center~~Sciences provides cutting edge, compassionate, and comprehensive health care to Tennesseans across the state.

The UT Health ~~Science Center's~~Sciences' focus on outreach to rural communities is making impacts in communities all over Tennessee. Educational programs including a certificate in Rural Health offered by the College of Pharmacy, a Rural and Underserved Nurse designation offered by the College of Nursing, and a Family Medicine Residency - Rural Track at the College of Medicine Chattanooga, provide opportunities for students to learn about and serve the health care needs of rural Tennesseans. The Healthy Smiles program led by the College of Dentistry, in collaboration with the Tennessee Department of Health, is a multipronged approach to tackling the current shortage of dentists in Tennessee through expanding dental student rotations at clinics in areas of greatest need in the state and improving health across the state by making dental care more readily available, especially to state residents in rural and underserved urban areas. ~~A mobile~~Mobile health ~~unit allows~~units allow the College of Nursing to integrate rural health education into its undergraduate and graduate programs.

Through its innovative education, research, clinical care, and public service activities, the University of Tennessee Health ~~Science Center~~Sciences is driving its vision of "Healthy Tennesseans. Thriving Communities."

University of Tennessee Institutional Mission Profiles

20252026

The University of Tennessee, Knoxville

~~The University of Tennessee, Knoxville, is~~ As the state's flagship land-grant research institution. ~~Founded in 1794, UT, the University of Tennessee, Knoxville,~~ serves Tennesseans through academic excellence, groundbreaking research, community investment, and industry partnerships ~~—all powered by. Founded in 1794, the Volunteer spirit of leadership and service. With a~~ institution's footprint ~~that~~ spans the entire state, ~~including the main campus in Knoxville, with~~ the Space Institute in Tullahoma, ~~and the~~ Institute of Agriculture ~~and its~~ Extension offices in all 95 counties, ~~UT Knoxville is proudly committed to discovery, creativity, learning, and engagement for the benefit of all Tennesseans.~~

UT Knoxville educates more than ~~38,700~~ 40,400 students ~~—, including 30,560~~ 32,041 undergraduates ~~—.~~ Graduation and ~~employs more than 1,950 full time instructional faculty in~~ first-to-second-year retention rates are the highest among the state's public institutions, and career development programs and innovative support initiatives help students thrive.

~~With over 900 programs of study across~~ 14 degree-granting schools and colleges ~~and 900 programs of study. The university, the institution~~ is known for ~~its~~ academic excellence in programs including turfgrass science and management, nursing, nuclear engineering, supply chain management, information sciences, printmaking, and theatre, ~~among other fields. Educational offerings are constantly growing at UT and most recently include the addition of the Natalie L. Haslam College of Music, College of Emerging and Collaborative Studies, and the Baker School of Public Policy and Public Affairs. UT's new Institute of American Civics promotes respectful exchanges of ideas and strengthens civic health through programming, curriculum, and outreach.~~ The institution ranks No. 10 in the nation for online bachelor's programs, No. 8 for college honors programs, and has been recognized as a top producer of Fulbright scholarship recipients for eight straight

University of Tennessee Institutional Mission Profiles

20252026

years.

~~Graduation and first to second year retention rates are the highest among the state's public institutions, and innovative programs and support structures help students thrive both in and out of the classroom.~~ As a doctoral university holding the highest Carnegie classification for research activity ~~and the designation of a Carnegie Community Engaged Institution,~~ UT Knoxville allows students to learn from faculty who are at the forefront of their fields. Students have opportunities to conduct hands on coursework that has a direct impact on their communities and to gain real world research experience working alongside faculty. UT Knoxville is regularly named a top producer of Fulbright Scholars and has produced three Rhodes Scholars since 2014. More than 180 faculty members, the institution drives innovation and breakthroughs that improve lives. More than 150 faculty are among the top 2 percent of scientists in the world for research citations.

~~— UT Knoxville's renowned faculty expertise, world class facilities, and unmatched partnership~~ Through transformational partnerships with industry leaders — including Oak Ridge National Laboratory have made it a destination for research and discovery in the critical fields of advanced, Tennessee Valley Authority, and Y-12 National Security Complex — UT Knoxville is establishing East Tennessee as the nation's premier nuclear research hub, advancing the development of reliable energy and sustainability, advanced materials and manufacturing, and intelligent machines and society. In 2021, UT Knoxville, in partnership with the UT System and ORNL, launched the UT Oak Ridge Innovation Institute to push forward innovation and establish a talent pipeline in research fields of national importancesources, expanding educational offerings, and creating jobs for Tennesseans.

University of Tennessee Institutional Mission Profiles

20252026

The institution has also earned the Carnegie Community Engagement Classification, a national honor that recognizes the university's extensive work in communities, collaborations with partners, and civic engagement activities.

UT Knoxville has more than 282290,000 alumni ~~around the world. More.~~ In keeping with the Volunteer spirit of leadership and service, more than half of its graduates remain in Tennessee, ~~giving back to the state~~ as industry, government, and community leaders.

University of Tennessee Institutional Mission Profiles

20252026*The University of Tennessee at Martin*

The University of Tennessee at Martin educates and engages responsible citizens to lead and serve in a diverse world by providing a high-quality undergraduate education in a traditional collegiate atmosphere characterized at all levels by close collaboration among students, faculty, and staff. Located in Northwest Tennessee, ~~the university~~UT Martin is committed to advancing the regional and global community through teaching, scholarly activities, research and public service. ~~The university~~UT Martin serves over ~~6,800~~7,400 undergraduate and ~~650~~700 graduate students, offering programs on the main campus, at its regional centers in Ripley, Selmer, Somerville, Parsons, Springfield, and Jackson, and online. UT Martin is a selective institution that provides outreach programs for sub-populations including first-generation, adult, military, and transfer students. The most recent six-year graduation rate was ~~52.6~~51.4 percent. UT Martin's Carnegie Classification is Master's Small, with select graduate offerings in Agriculture and Natural Resources, Business, Criminal Justice, Education, Family and Consumer Sciences, Health and Human Performance, ~~and~~ Strategic Communications. ~~The university, and Social Work.~~ UT Martin is committed to maintaining academic excellence, encouraging community engagement and leadership enhancement, and nurturing a learning community that is accessible and welcoming to all.

University of Tennessee Institutional Mission Profiles

20252026

The University of Tennessee Southern

The University of Tennessee Southern, located in Pulaski, Tennessee, is ~~an institution deeply committed to its students first mission and to creating a transformational student experience. Grounded in the liberal arts and sciences, UT Southern integrates experiential learning to provide purposeful and impactful academic opportunities.~~ campus of the University of Tennessee System committed to delivering a personalized, student-centered academic experience.

Founded in 1870 and operated for 150 years as a ~~small~~ private college, UT Southern joined the ~~University of Tennessee~~ UT System in 2021. ~~Building~~ The institution builds upon the rich ~~this~~ history of the campus, ~~UT Southern remains dedicated~~ while advancing a focused approach to student success. ~~UT Southern offers a range of undergraduate, graduate, and professional programs across various disciplines, ensuring personalized and high-quality education. UT Southern is dedicated to community, workforce alignment, and regional engagement, economic development, and meeting emerging workforce needs. With over,~~

~~UT Southern enrolls more than 1,000~~ 100 students ~~enrolled, the campus is home to students from 30 different~~ representing 29 states and 31 countries and ~~29 states and supports a large~~ serves a significant population of first-generation college students. ~~Initiated in 2006, UT Southern is home to the prestigious Carie Taylor Honors Program. With a~~ Academic programs emphasize applied learning, career preparation, and connections to regional workforce needs. UT Southern plays an important role in supporting economic development across southern Middle Tennessee through partnerships with industry, schools, and community organizations.

~~The institution is classified among~~ Carnegie ~~Classification of~~ Baccalaureate Colleges: Diverse Fields; ~~UT Southern offers undergraduate and graduate degrees through the Johnston School of Business, the Crissom School of Education, the School~~ College of Arts and Sciences, including Arts/Humanities, School of Mathematics and Sciences, and Travis School of Nursing and Health Sciences, and the School of Math/Science, and the Social Sciences, and the College of Professional Studies, including Education, Business, Nursing, and Criminal Justice. UT Southern provides a nurturing, engaging, and accessible learning environment that prepares students for impactful careers and lifelong learning. As a member of the National Association of Intercollegiate Athletics, UT Southern fields ~~1920~~ 1920 nationally competitive athletic teams.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Authorization for Conferral of Degrees, 2026-27 Academic Year**

Type: Action

Resolved:

The Board of Trustees hereby authorizes the President and Chancellors to confer degrees during the 2026-27 academic year in any Board-approved bachelor's, master's, or doctoral degree program upon certification by appropriate University offices that the students have satisfied (1) all degree requirements, and (2) all obligations to the University in accordance with state law.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Proposed Faculty Handbook Revisions, UTK**

Type: Action

Background Information

Pursuant to the Board's Policy on Faculty Handbook Revisions (BT0007), certain Faculty Handbook changes must be approved by the Board of Trustees.

The proposed revisions are described in item number 1 in the attached memorandum from Chancellor Donde Plowman and shown in Attachment 1.

All other changes listed in the memorandum are "editorial, technical, and other housekeeping revisions" and have been reviewed and approved by the President under the authority delegated in BT0007.

These changes have been reviewed by the Vice President for Academic Affairs, Research, and Student Success and the Office of the General Counsel, and were approved by the UTK Faculty Senate, UTK Chancellor, and UT System President.

Resolved:

The Board of Trustees hereby approves the proposed revisions to the UTK Faculty Handbook as presented in the meeting materials, which shall be attached to this Resolution following adoption.



To: Bernie Savarese, Vice President for Academic Affairs, Research and Student Success
Ryan Stinnett, General Counsel

From: Donde Plowman, Chancellor *Donde Plowman*

CC: John Zomchick, Provost and Senior Vice Chancellor
Cynthia Moore, Secretary and Special Counsel to the Board of Trustees

Date: April 24, 2026

Subject: Proposed Revisions to the UTK Faculty Handbook

Attached are proposed revisions to the UTK Faculty Handbook. We anticipate that the revisions marked with blue highlighting may require approval by the Board of Trustees, subject of course to Secretary Moore's discretion. The remainder of the proposed revisions are submitted for administrative approval by the Vice President, the General Counsel, and the President under BT0007.

The revisions have been reviewed by the Faculty Senate and submitted to Chancellor Plowman, who, in accord with the UTK Faculty Handbook 8.1, submits the final version of the revisions in the attachment.

A clean copy of the revised handbook will be posted immediately after approval.

The proposed revisions are designed to achieve these objectives:

1. Alter the retention review process to eliminate the requirement of a formal retention vote every year. The head still consults with the unit faculty each year about the tenure-track faculty member's "progress toward tenure," but a formal vote is only taken in connection with the Enhanced Tenure Track Review (typically in year 3 or 4).
2. Replace the words "chief academic officer" with "provost" when referring to the campus CAO (references to the system CAO are unchanged).
3. Standardizes references to the BT0006.
4. Adds FN 2 to clarify that senior administrators can delegate certain tasks, even if the handbook does not specifically identify each task that may be delegated.

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Page 2

5. Adds FN 3 to clarify for *all processes* how colleges without departments may require deans to function in the role of department head (moved from its former position in 3.8.2).
6. Replaces lingering gendered language ("his and or her") with "the," "their," or other textual revision.
7. Typographical or technical corrections (e.g. the new effective date of the HB and table of contents).
8. Removes occasional use of upper case "defined terms" in quotes and similar changes for consistent usage of upper/lower cases.
9. Updates hyperlinks (all others have been confirmed).

3.8.1.3 APPR Annual Retention Review for Tenure-Track Faculty Members- Progress Toward Tenure

~~In addition to the APPR described in Section 3.8.1, tenure-track faculty members receive an annual retention review, which is described in~~ For tenure-track faculty members, the APPR described in Section 3.8.1 will also include consultation by the department head with the tenured departmental faculty. The tenured departmental faculty will meet to confer regarding the faculty member's performance and will then write a report to the department head including suggestions for enhancing the faculty member's progress toward the grant of tenure and a list of the tenured faculty members participating in the discussion. In addition to the APPR, tenure-track faculty members receive an enhanced review (ETTR) – with a retention vote – by the tenured department faculty, typically no later than the fourth year of their tenure-track appointment. See Section 3.11.4.3.

3.8.2 Procedures for the APPR

The department head manages the APPR process for tenured and tenure-track faculty in a timely way to ensure compliance with all deadlines for submission of the review forms to the dean and provost. The APPR has three levels of review: by the department head, the dean, and the provost. A full account of the APPR process can be found in Appendix A.

3.8.2.1 No *Ex Parte* Communications During APPR Annual Review Process

The annual review process exists to provide fair, objective, and constructive feedback and relevant support to faculty members. As a means of preserving the integrity of the process, until the APPR has been fully executed by the provost, neither the faculty member under review nor any administrator managing or conducting the review is permitted to communicate substantive information about the review with others involved in the review process, especially those charged with making a recommendation at subsequent stages of review. For example, a department head shall not communicate with a dean about the substance of a faculty member's review except through the transmission of the APPR materials. Nothing in this paragraph is intended to prohibit a faculty member under review from (a) consulting with an assigned mentor regarding the substance or process of the review, (b) consulting with a university ombudsperson, (c) consulting with representatives of the Office of Investigation and Resolution or (d) pursuing possible rights of appeal available under Chapter 5 of this handbook.

3.8.2.2 APPR Improvement Plan

Faculty members who receive notice from the provost that they have received ratings of “falls short of meeting expectations for rank” must develop a plan of improvement and submit the plan to the department head within 30 days of receipt of the fully executed APPR unless the rating triggers an Enhanced Post-Tenure Performance Review. The faculty member has the responsibility of developing a written response for each area needing attention in the APPR, including the goals and benchmarks for improvement and the resources, if any, to be allocated for this purpose. The faculty member will follow up on this plan at subsequent annual reviews. A complete description of the APPR Improvement Plan can be found in Appendix B.

3.8.3 Right to Appeal an APPR

The faculty member's right to appeal is in addition to and different from the right to respond to each level of review described in Appendix A. An appeal may begin once the APPR is fully executed: that is, once the provost has confirmed or changed the APPR ratings and formally completes the review process. The faculty member's right to appeal is described in Chapter 5 of this handbook. An APPR rating is not appealable to the president.

3.8.4 Periodic Post-Tenure Performance Review (PPPR)

As required by the Board of Trustees Policies Governing Academic Freedom, Responsibility and Tenure, every tenured faculty member will receive a comprehensive performance review no less often than every six years. The procedures for this periodic review are set forth in Appendices C-1 and C-2.

3.8.5 Enhanced Post-Tenure Performance Review (EPPR)

Enhanced Post-Tenure Performance Review (EPPR) is an expanded and in-depth performance evaluation conducted by a committee of tenured peers and administered by the provost. Procedures for conducting an EPPR are set forth in Appendix D.

This policy recognizes that the work of a faculty member is not neatly separated into academic or calendar years. To ensure that performance is evaluated in the context of ongoing work, the period of performance subject to enhanced review is the five most recent annual performance review cycles. The provost must collect and maintain sufficient data regarding annual performance reviews to implement this policy effectively.

An Enhanced Post-Tenure Performance Review must be initiated when the provost determines that a faculty member has:

- requested an EPPR, after at least four annual performance review cycles since the last enhanced review (such as a previous EPPR or a review in connection with tenure or promotion); or
- received one overall annual performance rating of "Falls Far Short of Expectations"; or
- received two overall annual performance ratings of "Falls Short of Expectations" during any four consecutive annual performance review cycles; or
- been deemed to fail to satisfy expectations for rank by a Periodic Post-Tenure Review Committee.

3.8.5.1 Administration of the EPPR by the Provost¹

The EPPR process will be administered under the direction and oversight of the provost. As with any performance evaluation, the provost may overrule a performance rating assigned by a department head or dean during the annual review process with a detailed, written justification. The practice ensures that when an EPPR process is activated by one or more negative annual performance ratings, the provost is aware of existing concerns.

¹ Where indicated in the relevant appendix to this handbook, the chief academic officer may delegate tasks associated with the EPPR to a vice provost or other appropriate academic administrator but will remain responsible for making any decisions assigned to the chief academic officer.

The task of administering the EPPR requires implementation of this policy and the procedures detailed in Appendix D, as well as any additional steps the provost finds necessary to comply with the policy objectives. For example, the provost may be required to adapt the implementation of this policy to satisfy legal requirements (such as limitations on disclosure of student information) or respond to unexpected events (such as replacement of a committee member who becomes unable to serve).

3.8.5.2 Peer Review Committee's Charge

The peer review committee is charged to review the information relevant to the faculty member's performance during the review period and to conclude whether or not that performance has satisfied the expectations for the faculty member's discipline and academic rank.

As detailed in Appendix D, the expectations for faculty performance may differ by campus, college, department, and even among sub-disciplines within a department or program. Those expectations may be commonly held standards in the discipline or sub-discipline. Those expectations may be stated explicitly in the faculty member's own past annual performance reviews, work assignments, goals or other planning tools (however identified), as well as department or college bylaws, this handbook, Board policies, and in other generally applicable policies and procedures (for example, fiscal, human resources, safety, research, or information technology policies and procedures).

The peer review committee must reach a conclusion as to whether or not the performance has satisfied expectations for the faculty member's discipline and academic rank. If the peer review committee concludes that the faculty member's performance has not met the expectations for the discipline and academic rank, the committee must also recommend either that an EPPR improvement plan be developed as detailed in Appendix D, or that tenure be terminated for Adequate Cause, as detailed in Chapter 3 of this handbook.

The committee must report its conclusions and recommendations in writing, including an explanation for each conclusion or recommendation, and enumerating the anonymously cast vote and dissenting explanation for any conclusion or recommendation that is not adopted unanimously. The faculty member must have an opportunity to review and respond to the committee's report.

All written conclusions, reasoning upon which they are based, and recommendations of the peer review committee must be reviewed and considered by the provost and the chancellor.

3.8.5.3 Review and Action by the Chancellor

The chancellor may accept the peer review committee's conclusions and recommendations or make different conclusions in a written explanation provided to the faculty member with copies to the provost, dean, department head, and members of the peer review committee. Based on those conclusions, the chancellor may take further action as deemed appropriate, including (without limitation) actions described in Board policy, this handbook, or in any other policy and procedures generally applicable to faculty.

If the chancellor concludes (based on the recommendation of a peer review committee or based on independent review of the EPPR materials) that an EPPR improvement plan is warranted, the chancellor will promptly direct the provost to oversee development of the plan.

3.8.5.4 Final Review and Action Following Any EPPR Improvement Plan

If an EPPR improvement plan is implemented, the peer review committee must reconvene to review performance under the plan and to decide whether or not performance under the plan satisfies the expectations for the faculty member's discipline and academic rank. The committee must report its conclusions and recommendations in writing, as described in Appendix E. The provost and the chancellor must review all conclusions and recommendations of the peer review committee. The chancellor may: accept the committee's conclusions and recommendations; provide a written explanation of different conclusions to the faculty member with copies to the provost, dean, department head, and members of the peer review committee; or take further action deemed appropriate, including (without limitation) actions described in Board policy, this handbook, or any other policy and procedures generally applicable to faculty.

3.8.5.5 Coordination of the APPR and the EPPR Review Processes

In the case where a faculty member is undergoing EPPR at the same time that an APPR is due, the department head will coordinate the APPR with the EPPR peer review committee.

Coordination will take one of the following forms:

1. In the case where a faculty member is undergoing an EPPR during the time that an APPR is due, when possible, the department head will postpone the APPR until the EPPR committee has issued its report and the report has been accepted by the chancellor. The report will be advisory to the department head in preparing the APPR, and it will become part of the APPR materials. The faculty member has the right to respond to the report. If it is not possible to postpone the review until the EPPR committee's report has been accepted, then the department head will perform APPR without input from the committee.
2. In the case where a faculty member is under an EPPR improvement plan, as described in Appendix D of this handbook, the peer review committee will provide a written interim report to the faculty member and the department head on the faculty member's progress in satisfying the expectations established in the EPPR improvement plan. The report will be advisory to the department head, and the faculty member has the right to respond to the report. The EPPR committee's report will become part of the APPR materials.

The overall APPR rating awarded to the faculty member undergoing EPPR or under an EPPR improvement plan will determine eligibility for merit and across-the-board pay increases, as specified in Section 3.8.1.1. Any APPR materials produced while a faculty member is undergoing EPPR or under an EPPR improvement plan will be made available to the EPPR committee.

3.9 Salary

In general, annual salary recommendations are made by the head. Departmental bylaws may allow salary decisions to be made by faculty committees or determined by numerical rankings. When the head makes the salary recommendations, he or she is expected to share with the departmental faculty as a whole the general principles and reasoning in determining salary recommendations. Faculty members may appeal salary determinations, using the procedures discussed in Chapter 5. Committees of the faculty senate regularly review priorities for budget allocations for salaries.

Recommendations for salary adjustments are reviewed and approved, altered, or rejected by each of the following officers: dean and provost. Alteration or rejection of salary adjustments at any level will be communicated through the administrative line to the head. The Board of Trustees must give final approval. Faculty members will be notified of their salary adjustments in a timely manner.

3.10 Promotion

The criteria for promotion to a rank are the same as those given above for initial appointment to that rank. Annual performance reviews form the basis of a cumulative record that prepares a faculty member for promotion. Generally, assistant professors will be considered for promotion to the rank of associate professor at the same time as they are considered for tenure. Associate professors serve at least four years in rank before applying for promotion to professor. Exceptions to this policy require approval by the provost.

An associate professor should consult with their department head before initiating promotion procedures. The final decision on proceeding rests with the faculty member. However, if the faculty member is denied promotion after completion of the process described in the next paragraph, then he or she must forgo at least one full promotion cycle before again initiating promotion procedures.

The process begins with submission of materials by the candidate and departmental solicitation of external letters assessing the record of scholarship and/or creative activity. Departmental faculty at or above the rank to which promotion is sought review these materials and vote on promotion. The department head reviews the material and faculty vote and then makes an independent recommendation to the dean. The college committee reviews the file and makes an independent recommendation to the dean, who reviews the file and makes a recommendation to the provost. The provost reviews the file and makes a recommendation to the chancellor, who makes the final decision regarding promotion.

The candidate has a right to review the material at any stage of the process. The candidate is to be informed of any additions made to the material after submitting it and be given an opportunity to review and respond to the addition at any stage of the process.

3.11 Tenure

Board of Trustees policy governs tenure at the University of Tennessee (BT0006). The Board of Trustees Policies Governing Academic Freedom, Responsibility, and Tenure (BT0006) requires

each campus to implement the board tenure policy and allows each campus to adopt more specific provisions with respect to certain tenure matters. The following sections describe implementation of BT0006 at the University of Tennessee, Knoxville.

3.11.1 Definition of Tenure

Tenure is a principle that entitles a faculty member to continuation of an annual appointment until relinquishment or forfeiture of tenure or until termination of tenure for adequate cause, financial exigency, or academic program discontinuance. The burden of proof that tenure should be awarded rests with the faculty member. Tenure at the University of Tennessee is acquired only by positive action of the Board of Trustees, or by the President, as delegated by the Board, and is awarded in a particular department, school, college, or other academic unit. The award of tenure shifts the burden of proof concerning the faculty member's continuing appointment from the faculty member to the university.

3.11.2 Eligibility for Tenure Consideration

Eligibility for tenure consideration will be subject to the following minimum standards:

1. regular, full-time, tenure-track faculty appointments at the academic rank of assistant professor, associate professor, or professor are eligible for tenure consideration;
2. temporary, term, and part-time appointments are not eligible for tenure consideration; and
3. faculty members pursuing degrees at the campus where they are appointed are not eligible for tenure consideration.

At the University of Tennessee, Knoxville, an assistant professor normally will not be considered for tenure until he or she is also eligible for promotion to the rank of associate professor.

3.11.3 Tenure upon Initial Appointment

No faculty member shall be granted tenure upon initial appointment except by positive action of the Board of Trustees upon the recommendation of the president, which shall include documentation of compliance with all tenure review and recommendation procedures stated in Sections 3.11.4 and 3.11.5. The Board of Trustees will grant tenure upon initial appointment only if (1) the proposed appointee holds tenure at another higher education institution and the Board determines that the president has documented that the proposed appointee cannot be successfully recruited to the university without being granted tenure upon initial appointment; or (2) the Board of Trustees determines that the president has documented other exceptional circumstances warranting the grant of tenure upon initial appointment.

3.11.4 Probationary Period

3.11.4.1 Length of the Probationary Period

A tenure-track faculty member must serve a probationary period prior to being considered for tenure. Except as otherwise provided in Board policy, the probationary period will be six years. The faculty member will apply for tenure during the sixth year, and if tenure is not granted, the faculty member will be permitted to serve a seventh year as a terminal year.

If a faculty member begins employment after July 1 and before January 1, the remaining term of the faculty member's initial appointment will count as the first year of the probationary period, so that what is treated as the first year of a faculty member's probationary period will not be shorter than six months. The provision of a probationary period and any statement in an appointment letter or otherwise regarding the probationary period and the year of mandatory tenure consideration do not guarantee retention of the faculty member for the full probationary period.

Probationary faculty should not be encouraged to engage in administrative work.

- A. Early tenure consideration: A faculty member may request an early consideration for tenure before the sixth year of the probationary period but no sooner than the next regular tenure cycle after completion of the first year of the probationary period. The request for early consideration is initiated in the department that will be the locus of tenure, if tenure is granted, after discussion with the department head. If the department head approves, the head will write a memo to the dean, justifying the request and asking for approval. Upon review of the request, the dean will indicate approval or disapproval in a letter to the provost. For colleges without departments, the request begins with the dean.

The provost will review the request and make the final determination whether early consideration is warranted, based on a review of the applicant's credentials and all applicable criteria. If the provost denies the request, the faculty member cannot apply for early consideration. The decision of the provost is final and not appealable to the chancellor.

A faculty member whose application for early consideration is denied will be permitted to reapply one additional time. If the initial application is submitted before the fifth year of the probationary period, the applicant cannot reapply until one full academic year after the unsuccessful attempt. If the initial application is submitted in the fifth year, the reapplication must be submitted at the beginning of the sixth year of the probationary period. New external letters of assessment are required for a reapplication. If tenure is not granted upon reapplication, the faculty member will be permitted to serve one year after the reapplication is denied as a terminal year.

- B. Subsequent appointment (no extension): In the rare situation in which the appointment of a tenure-track faculty member is interrupted (e.g., due to change of employment status related to visa processing) and the faculty member is appointed to a new tenure-track position in the same unit, the subsequent appointment may be made at the discretion of the provost, with no loss of credit toward completion of (and no extension of) the full six- year probationary period.

- C. Extension of Probationary Period: For good cause that is either related to procedural error or results from a significant disruption of university operations that has impeded the faculty member's opportunity to conduct required research or other scholarly activity, teaching, and/or service, the university and a tenure-track faculty member may agree in writing to extend a six-year probationary period for a maximum of two additional years (not including any extension granted due to the coronavirus crisis as authorized by the Board's March 27, 2020 action). The proposed extension must be approved in advance by the provost, the chancellor, and the vice president for academic affairs.
- D. Suspension of Probationary Period: The provost will decide whether the probationary period will be suspended when the following circumstances occur:
1. the faculty member accepts a part-time faculty position;
 2. the faculty member accepts an administrative position, or
 3. the faculty member is granted a leave of absence or modified duties assignment under the UT Knoxville Faculty and Family Care Policy.

In general, the provost will not approve suspension of the probationary period for work that advances the faculty member's record in teaching, research, or service. The provost shall give the faculty member written notice of the decision concerning suspension of the probationary period.

3.11.4.2 Notice of Non-Renewal

Notice that a tenure-track faculty member's appointment will not be renewed for the next year will be made in writing by the provost, upon the recommendation of the department head and dean, according to the following schedule:

- In the first year of the probationary period, not later than March 1 for an academic year appointment and no less than three months in advance for any other term of appointment;
- In the second year of the probationary period, not later than December 15 for an academic-year appointment and no less than six months in advance for any other term of appointment; and
- In the third and subsequent years of the probationary period, not less than 12 months in advance.

These notice requirements relate only to service in a probationary period with the University of Tennessee, Knoxville. Credit for prior service with another campus or institution will not be considered in determining the required notice. Notice of non-renewal will be effective upon personal delivery or upon mailing, postage prepaid, to the faculty member's residential address on file with the university.

3.11.4.3 Annual Retention Review Enhanced Tenure-Track Review and Retention Vote (ETTR)

~~An annual retention review of tenure-track faculty is conducted by the department head in consultation with the tenured faculty, coincident with the annual performance and planning review process described in Section 3.8.1. The regular and thorough assessment of tenure-track faculty is an important step in the professional development of those faculty members. The annual retention review process is designed to ensure that a tenure-track faculty member receives clear and timely feedback from the tenured faculty and the department head about his or her contribution to the department, development, and prospects for advancement. Accordingly, the tenured faculty plays an important role in the retention process and is responsible for providing the faculty member with a clear, thoughtful, and professional consideration of both (a) the faculty member's ability to sustain a level of activity that comports with the department's expectations for faculty members at the rank of the faculty member under review and (b) the faculty member's progress toward promotion and tenure in the context of the Faculty Handbook, his or her appointment, and departmental bylaws.~~

NOTE: Bold text in the following three paragraphs indicates language quoted directly from BT0006.

For each tenure-track faculty member, the department and department head will conduct an Enhanced Tenure Track Review (ETTR) to assess and inform the faculty member of their progress toward the grant of tenure during the third or fourth year of the probationary period, which may be extended past the fourth year of the probationary period for any faculty member who has been granted an extension of the probationary period (with the year to be determined by the department head after consultation with the faculty member and the faculty member's mentor or mentoring committee).

The tenured departmental faculty will meet and confer regarding the probationary faculty member's performance and will then prepare a majority report to the department head including:

- a list of the participating tenured faculty members;**
- suggestions for enhancing the faculty member's progress toward the grant of tenure;**
- any minority report; and**
- a summary of the anonymous vote on whether the faculty member is progressing satisfactorily toward tenure the grant of tenure and whether the faculty member should be retained.**

The department head will present and discuss the report of tenured faculty, as well as the head's own written assessment, with the faculty member. The majority and minority reports, together with any responses or further reviews / assessments by other administrators, will constitute the ETTR report, and a copy of the report will be given to the faculty member. A favorable ETTR does not commit the tenured departmental faculty, the department, or the college to a subsequent recommendation for the grant of tenure.

A. Departmental Procedures for the Retention ReviewETTR

1. Schedule: Each tenure-track faculty member will ~~first~~ be reviewed no later than the fall of the in the fall of his or her second-fourth year of the probationary period. Extensions may be granted as described in 3.11.4.3 above. ~~appointment and in each subsequent year of the probationary period leading up to (but not including) the year of tenure consideration. Each tenure track faculty member will undergo an Enhanced Tenure Track review (ETTR) in the academic year following the midpoint in his or her probationary period (typically, the faculty member's fourth year of employment), as stipulated in Section 3.11.4.4.~~

2.

3. Preparation for Retention Review: ~~Except in the year of the ETTR, the faculty member prepares and submits to the department head (for distribution to the tenured faculty) a written summary of his or her accomplishments in teaching, research / scholarship / creative activity, and service for the previous academic year in accordance with departmental bylaws. (In units that employ a Faculty Activity Report in the APPR process, such a report may satisfy this requirement for a summary of accomplishments.) On behalf of the tenured faculty, the department head requests this summary in writing from each tenure track faculty member at least two weeks before it is needed for the review. Faculty members may be required or permitted to submit other materials in accordance with collegiate and/or departmental bylaws. Once all required materials are submitted, the department head will make the materials available to the tenured faculty in advance of the meeting on retention.~~

2. Preparation for ETTR: With the guidance and counsel of the department head, the faculty member will prepare and submit to the department head (for distribution to the tenured faculty) written materials documenting progress in satisfying the requirements for tenure in teaching, research / scholarship / creative activity, and service. The materials must contain all relevant elements of Section A of the tenure/promotion dossier (detailed in Appendix E), including the faculty member's APPR materials from prior years.

3. 4. Review and vote by the tenured faculty: The tenured departmental faculty will review information-the materials submitted by the faculty member and solicit input from the faculty member's mentor or mentoring committee. The tenured faculty will develop a narrative review specifically addressing (among other things) the faculty member's establishment and development of teaching methods and tools, program of disciplinary research / scholarship / creative activity, and record of institutional, disciplinary, and professional service, as well as progress toward promotion (where applicable) and tenure. The tenured faculty's review and narrative will rely on, and include, documented and substantiated information available to the tenured faculty at the time of the review and will not be based on rumor or speculation.

After reviewing and discussing the probationary faculty member's progress toward tenure, including: (1) teaching performance; (2) a program of disciplinary research / scholarship / creative activity; and (3) a record of institutional, disciplinary, and professional service, considering the criteria and metrics stipulated in the departmental and collegiate bylaws, the tenured faculty will take an anonymous vote on whether the faculty member should be retained.

Upon completion of the retention meeting, the faculty will submit a report (the ETTR report) summarizing the discussion and addressing progress toward tenure. The report will contain the tally of the anonymous vote, a list of the participating tenured faculty members, and suggestions for enhancing the faculty member's progress toward the grant of tenure. The tenured faculty will share the report (and any minority report) with the department head.

~~5. The vote of the tenured faculty: The tenured faculty will take a formal anonymous retention vote and will write a report (the Retention Review Report) to the department head that will contain the tally of the anonymous vote; a list of the participating tenured faculty members; suggestions for enhancing the faculty member's progress toward the grant of tenure; and the majority and minority report, if applicable.~~

~~In the years before any enhanced retention review, this vote will focus primarily (but not exclusively) on the tenure track faculty member's ability to sustain a level of teaching, research / scholarship / creative activity, and service that comports with the unit's expectations for faculty members at the rank of the faculty member under review.~~

~~Beginning in the year in which the tenure track faculty member is subject to ETTR, the tenured faculty's vote will focus primarily (and increasingly, in succeeding years) on the tenure track faculty member's ability to meet the requirements for tenure in the department, college, campus, and university. The tenured faculty will share the report with the faculty member and the department head.~~

~~4. 6. The department head's review: The department head conducts an independent retention review based upon the faculty member's written summary, the written narrative and vote of the tenured faculty, and a scheduled meeting with the faculty member. In conducting his or her independent retention review, the department head also may have other consultations with the tenured faculty as needed. will present and discuss with the faculty member both the report of the tenured faculty and the head's own independent written assessment.~~

~~a. If the retention decision is positive, the department head will convey the outcome to the faculty member in writing and in a timely manner. The department head will also advise the faculty member as to the time remaining in the probationary period and as to how the quality of his or her performance is likely to be assessed by the tenured faculty and the head in the context of tenure consideration. The department head will ensure that the written report includes express guidance to the faculty member on ways to improve performance. In cases where the retention decision is positive, the department head will provide guidance to the faculty member on continuing the path toward tenure.~~

~~b. If the ~~retention review~~ETTR review results in a recommendation by the department head not to retain the tenure-track faculty member, the department head includes in the report specific reasons for that decision.~~

~~5. 7. Dissemination of the ~~Retention Review~~ETTR Rreport: The department head will provide ~~to~~the faculty member with a copy of the finalized ~~Retention Review~~ETTR~~

~~R~~report, including the department head's retention report and recommendation. The department head will furnish to the tenured faculty a copy of the department head's retention report and recommendation.

~~6. 8.~~ Dissenting statements: Upon receipt of the finalized ETTR report Any member of the tenured faculty may submit a dissenting statement to the department head. A copy of the dissenting statement will be furnished to the faculty member under review. The dissenting statement will be attached to the ~~Retention Review Report~~ETTR report.

~~7. 9.~~ Faculty member's review and response to the ~~Retention Review Report~~ETTR report: The faculty member reviews the ~~Retention Review Report~~ETTR report. The faculty member's signature indicates that she or he has read the entire evaluation, but the signature does not necessarily imply agreement with its findings. The faculty member under review has the right to submit a written response to the vote and narrative of the tenured faculty, to the report and recommendation of the department head, and/or to any dissenting statements. The faculty member will be allowed 14 calendar days from the date of receipt from the head of the finalized ~~Retention Review Report~~ETTR report and its complete set of attachments to do sosubmit any written response. If no response is received after 14 calendar days of the date of receipt, the faculty member relinquishes the right to respond. For good cause, and upon approval by the ~~chief academic officer~~provost, the response time may be extended once for an additional 14 days.

B. Dean's Review of the ~~Retention Review~~ETTR Report

1. The dean's review and recommendation: The dean makes an independent review and recommendation on retention after reviewing the ~~Retention Review Report~~ETTR report. The dean will prepare a statement summarizing ~~his or her~~the recommendation when it differs from that of the department head or tenured faculty or stating any other concerns the dean might wish to record, as appropriate.
2. Transmission of the dean's recommendation and statement: The dean will make a recommendation ~~indicate his or her recommendation~~ for or against retention ~~or non-retention~~ on the ~~Retention Review Report~~ETTR report, attach ~~his or her statement, if any~~ written explanation, and forward the ~~Retention Review Report~~report with its complete set of attachments to the ~~chief academic officer~~provost. The dean will send a copy of ~~his or her~~the recommendation and ~~statement~~ any explanation, if any, to the department head and the faculty member.
3. Faculty member's and department head's right to respond: The faculty member and / or the department head have the right to submit to the ~~chief academic officer~~provost a written response to the dean's ~~retention~~ETTR recommendation or any accompanying statement. Any response by the faculty member should be copied to the dean and the department head. Similarly, any response by the department head should be copied to the dean and the faculty member. The faculty member and the department head will be allowed 14 calendar days from the date of receipt of the dean's recommendation to submit any written response. If no response is received after 14 calendar days from the date of receipt, the faculty member or department head, as applicable, relinquishes the right to respond.

C. Chief Academic Officer/Provost's Review of Recommendations for Retention

1. The chief academic officer/provost's review: The chief academic officer/provost will review the retention-ETTR recommendation, make the final decision on retention, and indicate his or her record the decision on retention on the Retention Review Report in the ETTR report. The chief academic officer/provost sends a copy of the fully executed Retention Review Report/complete ETTR report to the faculty member with copies to the dean and department head.
2. Notification in cases of non-retention: If the chief academic officer/provost decides that the faculty member will not be retained, he or she/the provost will give the faculty member written notice of non-renewal in accordance with the notice requirements described in Section 3.11.4. above. The faculty member is entitled to a statement in writing of the reasons for the non-renewal decision. This statement, together with any subsequent correspondence concerning the reasons, is a part of the official record.

3.11.4.4 Enhanced Tenure Track Review (ETTR)

~~For each tenure track faculty member, the department and department head will conduct an enhanced review to assess and inform the faculty member of his or her progress toward the grant of tenure during the third or fourth year of the probationary period, which may be extended past the fourth year of the probationary period for any faculty member who has been granted an extension of the probationary period (with the year to be determined by the department head after consultation with the faculty member and, if applicable, the faculty member's mentor).~~

~~For the ETTR, the faculty member will, with the guidance and counsel of the department head, prepare and submit to the department head (for distribution to the tenured faculty) a file on her or his cumulative performance, reflecting her or his degree of progress in satisfying the requirements for tenure in teaching, research / scholarship / creative activity, and service. The file (which will be prepared by the faculty member as a preliminary draft of the faculty member's file in support of a tenure dossier) will contain:~~

- ~~• the faculty member's Faculty Activity Reports for each previous APPR;~~
- ~~• computer tabulated teaching evaluations;~~
- ~~• annual retention reports compiled during the faculty member's probationary period;~~
- ~~• copies of research / scholarship / creative activity published or otherwise completed during the probationary period;~~
- ~~• teaching materials;~~
- ~~• evidence of research / scholarship / creative activity work in progress;~~
- ~~• a statement prepared by the faculty member describing other research / scholarship / creative activity in progress but not included in the file;~~
- ~~• a summary of service to the department, college, university, and other relevant constituencies; and~~
- ~~• any other materials that the department head requests or the faculty member desires to make available to the tenured faculty.~~

~~The tenured departmental faculty will confer regarding the faculty member's performance and will then write a report to the department head that will contain a list of the participating tenured~~

~~faculty members; suggestions for enhancing the faculty member's progress toward the grant of tenure; the majority and minority report, if applicable; and the summary anonymous vote on whether the faculty member is progressing satisfactorily toward the grant of tenure.~~

~~The department head will present and discuss the tenured faculty's report, as well as his or her own written assessment, with the faculty member. Copies of the ETTR documents will be given to the faculty member. A favorable ETTR does not commit the tenured departmental faculty, the department, or the college to a subsequent recommendation for the grant of tenure.~~

3.11.4.5. Faculty Member's Right to Appeal

The probationary faculty member may appeal the outcome of the retention review or the ETTR under the general appeals procedures outlined in Chapter 5 of this handbook. According to ~~Board Policies Governing Academic Freedom, Responsibility, and Tenure,~~ ~~t~~The final decision on an appeal of the outcome of a retention review or ETTR lies with the chancellor and is not appealable to the president.

3.11.5 Criteria for Tenure

Tenure is awarded after a thorough review, which culminates in the university acknowledging a reasonable presumption of the faculty member's professional excellence and the likelihood that excellence will contribute substantially over a considerable period of time to the mission and anticipated needs of the academic unit in which tenure is granted. Professional excellence is reflected in the faculty member's teaching (which includes advising and mentoring), research, and service or other creative work in the discipline, participation in professional organizations, willingness to contribute to the common life of the university, and effective work with colleagues and students, including the faculty member's ability to interact appropriately with colleagues and students.

More specifically, tenure is granted on the basis of a demonstrated record of achievement and the promise of continued excellence. A decision not to award tenure is not necessarily a judgment of incompetence. Not all competent persons meet the high standards necessary for tenure, nor are all those who meet such standards automatically fitted to serve the needs of the university's programs. Faculty are expected to become good, solid teachers who work enthusiastically with students, try new approaches to pedagogy, and contribute to the development of departmental programs. Faculty must also establish an independent record of accomplishment in scholarly work, normed to the standards of the discipline, which can be documented and validated by peers. In most cases, tenure-track faculty should be encouraged to develop first as teachers and scholars, leaving serious involvement in service until after a sound academic record is established.

It is the responsibility of departments and colleges to define professional excellence in terms of their respective disciplines. Each college may establish a statement of criteria and expectations, which elaborates on the general criteria found in this handbook and is consistent with the mission of the college and the professional responsibilities normally carried out by faculty members in the college. Each department shall establish more specific criteria for tenure in that unit that are consistent with but may be more restrictive than the criteria stated in this handbook and any criteria established by the college and campus. Departmental criteria for tenure shall not be

required if more specific criteria have been established by the applicable college, and the dean and ~~chief academic officer~~ provost have approved application of the college criteria in lieu of departmental criteria. College criteria for tenure shall be effective upon approval by the ~~chief academic officer~~ provost and will be published in the bylaws of the college. Departmental criteria for tenure shall be effective upon approval by the dean and ~~chief academic officer~~ provost and will be published in the bylaws of the department.

Deans will ensure that copies of the current collegiate and departmental bylaws are on file with the in the office of the chief academic officer provost's office. The ~~chief academic officer~~ provost will maintain a master set of approved statements of criteria and expectations and will ensure that faculty members are informed about the criteria and expectations that have been developed for their respective colleges (as applicable) and departments as stated in collegiate and departmental bylaws.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Proposed Faculty Handbook Revisions, UTM**

Type: Action

Background Information

Pursuant to the Board's Policy on Faculty Handbook Revisions (BT0007), certain Faculty Handbook changes must be approved by the Board of Trustees.

The proposed revisions are discussed in detail in the attached memoranda from Chancellor Yancy Freeman and shown in:

- Memorandum dated October 29, 2025, regarding Tenure Criteria
 - Attachment 1, and
- Memorandum dated April 24, 2026, regarding Faculty Ranks
 - Attachment 2.

These changes have been reviewed by the Vice President for Academic Affairs, Research, and Student Success and the Office of the General Counsel, and were approved by the UTM Faculty Senate, UTM Chancellor, and UT System President.


Resolved:

The Board of Trustees hereby approves the proposed revisions to the UTM Faculty Handbook as presented in the meeting materials, which shall be attached to this Resolution following adoption.

ATTACHMENT 1

MEMORANDUM

TO: Dr. Bernie Savarese, Vice President for Academic Affairs, Research, and Student Success

FROM: Dr. Yancy Freeman, Chancellor 

DATE: October 29, 2025

RE: **UTM Faculty Handbook Revisions**

In accordance with *UT Policy BT0007 – Policy on Faculty Handbook Revisions* and *Section 7.1* of the UTM Faculty Handbook, I submit for approval the proposed changes to the UTM Faculty Handbook set forth in this memorandum. Section A of this memo identifies the proposed changes regarding Tenure and Promotion which require approval by the UT Board of Trustees ("Board"). If approved by the Board and UT President, the changes would be incorporated in the Handbook effective immediately.

A. Proposed Faculty Handbook revisions to be submitted to the Board for approval

1. UT Martin Criteria for Tenure: UTM is proposing changes to Section 2.8.7: Criteria for Tenure. These changes remove specific mentions of UT Martin and the "University" from criteria 1, 5, and 12, in order to provide opportunity for Tenure on Initial Appointment outlined in Section 2.8.3.

The proposed changes are reflected in "tracked changes" format in **Attachment A, page 1**. The UTM Faculty Senate approved these proposed changes at its meeting on October 28, 2025. They were approved by the Provost and SVCAA as well as myself on October 29, 2025.

I recommend that the proposed changes reflected in **Attachment A** be submitted to the Board for approval.

Enclosures – Attachment A

Cc: Ms. Doree Brown, UTSA Academic Affairs Administrative Coordinator
 Dr. Matt Matthews, Associate Vice President for Academic Affairs
 Dr. Stephanie Kolitsch, UTM Transitional Provost
 Dr. Anderson Starling, UTM Associate Provost

Attachment A

Criteria for Tenure

2.8.7 Criteria for Tenure

UT Martin Criteria for Tenure


The following criteria pertain to decisions governing the awarding of tenure at UT Martin. The list is not necessarily comprehensive, nor should it be assumed that the items are of equal significance, that each is essential for every individual under consideration, or that they are listed in order of relative importance, except for item #1 below which is considered primary.

1. demonstrated teaching effectiveness ~~on the UT Martin campus~~ in the position in which tenure is to be granted;
2. evidence of scholarly competence in subject matter area;
3. appropriate professional degrees, awards, and achievements;
4. evidence of professional growth appropriate to the subject matter area;
5. demonstrated ability to relate effectively to ~~UT Martin~~ students and colleagues;
6. quality of academic advisory service to students;
7. participation as appropriate in extracurricular activities;
8. staffing needs of the University;
9. reliability and punctuality in the performance of routine duties;
10. activities of a scholarly and professional nature;
11. membership and participation in professional organizations;
12. university service ~~to the University~~; and
13. service to the community and region.

ATTACHMENT 2

MEMORANDUM

TO: Dr. Bernie Savarese, Vice President for Academic Affairs, Research, and Student Success

FROM: Dr. Yancy Freeman, UT Martin Chancellor 

DATE: April 24, 2026

RE: **UTM Faculty Handbook Revisions**

In accordance with *UT Policy BT0007 – Policy on Faculty Handbook Revisions* and *Section 7.1* of the UTM Faculty Handbook, I submit for approval the proposed changes to the UTM Faculty Handbook set forth in this memorandum. Section A of this memo identifies the proposed changes regarding Appointment, Probation, and Promotion, which require approval by the UT Board of Trustees ("Board"). Section B of this memo identifies proposed changes to the Faculty Senate Bylaws which the Board delegates review-and-approval responsibility to the President, the General Counsel, and appropriate Vice Presidents. If approved by the Board and UT President, the changes would be incorporated in the Handbook effective August 1, 2026.

A. Proposed Faculty Handbook revisions to be submitted to the Board for approval

1. Tenure Advisory Committee Chair: UTM is proposing additions to Section 3.1.2: Criteria for Appointment to Faculty Rank. These additions provide the opportunity for the hiring and promotion of non-tenure-track faculty at three new ranks: Assistant Professor of Practice, Associate Professor of Practice, and Professor of Practice. These ranks are currently in use at UT Knoxville and UT Chattanooga and will provide additional incentive to recruit well-qualified faculty in areas where terminal degrees are less common.

The proposed changes are reflected in "tracked changes" format in **Attachment A**. The UTM Faculty Senate approved these proposed changes at its meeting on March, 17, 2026. They were approved by the Provost and SVCAA as well as myself on April 23, 2026.

B. Proposed Faculty Senate Bylaws revisions to be submitted to the President, the General Counsel, and appropriate Vice Presidents for approval

1. Senate Bylaws: UTM is proposing a change to Section 3 of Appendix A, Article IV. These changes reflect the removal of a representative from the College of Business and Global Affairs from the BA/BS Committee as that college no longer has and BA or BS degrees.

The proposed changes are reflected in "tracked changes" format in **Attachment B, page 1**. The UTM Faculty Senate approved these proposed changes at its meeting on

March 17, 2026. They were approved by the Provost and SVCAA as well as myself on April 23, 2026.

2. Senate Bylaws: UTM is proposing a change to Section 2 of Appendix A, Article V. These changes reflect an update to the process for Nomination of Faculty Senate Officers to reflect current practice.

The proposed changes are reflected in “tracked changes” format in **Attachment B, page 2**. The UTM Faculty Senate approved these proposed changes at its meeting on February 17, 2026. They were approved by the Provost and SVCAA as well as myself on April 23, 2026.

I recommend that the proposed changes reflected in **Attachment A** be submitted to the Board for approval. I recommend that the proposed changes reflected in **Attachment B** be submitted to President, the General Counsel, and appropriate Vice Presidents for approval.

Enclosures – Attachment A
Attachment B

Cc: Ms. Doree Brown, UTSA Academic Affairs Administrative Coordinator
Dr. Matt Matthews, UTSA Associate Vice President for Academic Affairs
Dr. Laurie Couch, UTM Provost and SVCAA
Dr. Anderson Starling, UTM Associate Provost

Attachment A

Faculty of Practice

3.1.2 Criteria for Appointment to Faculty Rank

A. Lecturers

Criteria for appointment to the different academic ranks are complex. Each faculty position has its own distinctive requirements, but UT Martin has established the following general criteria. Deficiencies in some criteria may be counterbalanced by unusual excellence in the others. Although in certain specialized fields of endeavor other standards may replace some of these criteria, the standard for teaching (item 3 for each rank) is essential at every level.

A Lecturer is expected to:

1. hold the master's degree of the discipline or have equivalent training and experience as appropriate to the discipline;
2. show interest in research, scholarship, or professional attainment;
3. show interest in teaching;
4. have an excellent scholastic record as a student; and
5. show promise of ability to relate well to students and professional colleagues.

B. Adjunct Faculty

Adjunct faculty appointments are reserved for individuals who do not hold academic rank at UT Martin but who are employed to teach one or more specified courses. Adjunct faculty are hired directly by department chairs. All adjuncts should read the information for adjunct faculty found on the Academic Affairs website.¹

Adjunct faculty teaching credit courses leading toward the baccalaureate degree, other than physical activity courses, must hold either the master's degree of the discipline, a master's degree in another discipline with at least 18 graduate semester hours in the teaching discipline, or in exceptional cases outstanding professional experience and demonstrated contributions to the teaching discipline as validated by a Faculty Qualification Report (FQR)² supported by the appropriate official documentation. Individuals who have been employed to teach graduate level courses must hold the terminal degree of the discipline or possess equivalent training and experience appropriate to the discipline (see Section 2.2.1). Official documentation of qualifications should be maintained in the adjunct faculty member's personnel file in the Academic Affairs office.

¹ UT Martin Adjunct Faculty Handbook: www.utm.edu/departments/acadaff/policies.php

² UT Martin Academic Affairs FQR form: <https://www.utm.edu/assessment/forms.php>

C. Visiting Faculty

Visiting faculty carry out instructional and/or research responsibilities within an academic department. Professional credentials and/or the terminal degree required for the university's professorial ranks are also required for appointments as visiting faculty. Normally, the rank of appointment will be the professorial rank that the individual holds at his or her home institution; however, the standards of scholarship for holding visiting faculty rank will be the same as required for UT Martin faculty. Visiting faculty do not participate in the governance of the department and are not subject to annual performance reviews. Normally, a visiting appointment is for 12 months. As with all other non-tenure-track faculty appointments, the Senior Vice Chancellor for Academic Affairs will issue letters of appointment to visiting faculty.

D. Faculty Of Practice

Faculty of Practice (NTT) are typically appointed to meet instructional and research needs. Service activities may be included as part of their effort, depending on the needs of the department and the skills and desires of the faculty member. Appointment to the faculty of practice title series is for those who have achieved distinction in their chosen field of practice, and who bring to the university unique practical experiences and talents that will benefit students.

Recommendations for faculty of practice appointments must contain a description of the appointee's professional experience, especially if it is to be used in lieu of typical academic credentials. The expectation is that those appointed to a faculty of practice position have professional experience in the field. Other faculty titles should be used for appointees without professional experience. The hiring unit must also complete an alternative credentialing request based on the courses the appointee will teach if they do not hold a terminal degree.

The following ranks or titles may be assigned to faculty of practice: assistant professor of practice, associate professor of practice, and professor of practice. Faculty appointed to this title series should hold the terminal degree in the field or have equivalent capabilities by virtue of professional experience, professional licensure or certification.

Assistant Professor of Practice: Individuals holding this rank have shown promise for excellence in areas of responsibility assigned to them. Individuals holding such positions demonstrate an ability to teach and/or conduct research based on their experience and practice in the profession and have a demonstrated capacity to relate appropriately to students and professional colleagues. Faculty of Practice appointments at this rank will be made for a definite term of up to three years and may be renewed subject to continued availability of funding, satisfactory performance, and staffing needs.

Associate Professor of Practice: Individuals holding this rank have demonstrated excellence in areas of responsibility assigned to them. This rank is for those who have typically held the rank of Assistant Professor of Practice for four (4) years; have completed a doctoral degree or a terminal degree appropriate to the field, are licensed or certified to practice the profession where appropriate, or have substantial professional experience; and have demonstrated the ability to relate appropriately to students and professional colleagues. Individuals holding such positions have demonstrated practice in the profession and teaching and/or research abilities consistent with those for appointment at the rank of Associate Professor. Faculty of Practice appointments at this rank will be made

for a definite term of up to three years and may be renewed subject to continued availability of funding, satisfactory performance, and staffing needs.

Professor of Practice: Individuals holding this rank have demonstrated and maintained a consistent record of excellence in areas of responsibility assigned to them. This rank is for those who have typically held the rank of Associate Professor of Practice for six (6) years; have completed a doctoral degree or a terminal degree appropriate to the field, are licensed or certified to practice the profession where appropriate, or have substantial professional experience; and have demonstrated a continuing ability to relate appropriately to students and professional colleagues. Individuals holding such positions have demonstrated practice in the professional and teaching or research accomplishments consistent with those for appointment at the rank of Professor. Faculty of Practice appointments at this rank will be made for a definite term of up to five years and may be renewed subject to continued availability of funding, satisfactory performance, and staffing needs.

Each academic department shall establish more specific criteria for the appointment/promotion to Faculty of Practice ranks within the department, subject to the approval of the dean and Provost. The departmental criteria shall be consistent with, but may be more restrictive than, the criteria outlined in this Faculty Handbook and any criteria established by the college within which the department resides and shall be published in the departmental bylaws. Departmental criteria for appointment/promotion to Faculty of Practice ranks shall not be required, however, if more specific criteria have been established by the applicable college, and the dean and Provost have approved application of the college criteria in lieu of departmental criteria. College criteria for appointment/promotion of faculty members to Faculty of Practice ranks within the college must be approved by the Provost and published in the college bylaws.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Proposed Faculty Handbook Revisions, UTS**

Type: Action

Background Information

Pursuant to the Board's Policy on Faculty Handbook Revisions (BT0007), certain Faculty Handbook changes must be approved by the Board of Trustees.

The proposed revisions are discussed in detail in the attached memorandum from Chancellor Melinda Arnold and shown in Attachment 1. As noted, as the revisions were extensive, an updated version of the Faculty Handbook is being presented for approval by the Board of Trustees.

These changes have been reviewed by the Vice President for Academic Affairs, Research, and Student Success and the Office of the General Counsel, and were approved by the UTS Chancellor, and UT System President.


Resolved:

The Board of Trustees hereby approves the updated Faculty Handbook for UT Southern, as presented in the meeting materials, which shall be attached to this Resolution following adoption.



MEMORANDUM

TO: Bernie Savarese, Vice President for Academic Affairs, Research, and Student Success

FROM: Melinda Arnold, Chancellor, University of Tennessee Southern (UTS) 

DATE: May 22, 2026

RE: UTS Faculty Handbook Update

In accordance with UT Policy BT0007—Policy on Faculty Handbook Revisions, I submit for approval the proposed changes to the UTS Faculty Handbook as set forth in this Memorandum. In Spring 2025, a committee of faculty met weekly to review and revise the current UTS Faculty Handbook. These initial revisions were reviewed by the full UTS faculty and UTS administrators. Over the past several months, UTS administrative leadership, in collaboration with UT System administration and the Office of General Counsel, conducted a comprehensive review of these drafts. During this period, the handbook was further revised to ensure alignment with the proposed campus reorganization and compliance with the applicable processes under UT Board Policy BT0007.

As part of this review, the working group explored multiple approaches for implementing the needed revisions and updates to the handbook. After careful consideration, and in consultation with the Office of General Counsel, the group determined that advancing a complete, fully revised handbook that integrates all proposed changes represents the most effective, efficient, and administratively sound approach.

The proposed revisions are intended to improve clarity, organization, consistency with current Board policy and institutional practices, and administrative usability while maintaining alignment with UT System policies and governance requirements. The revisions also ensure that the handbook reflects current academic and operational practices at UTS.

Accordingly, I respectfully request that the updated Faculty Handbook be placed before the President and UT Board of Trustees for consideration at its next quarterly meeting. Upon approval, the revised handbook will become effective on a date determined by the University following final Board action.

Thank you for your consideration of this request.

Enclosures:

Attachment A: Summary of Changes

Attachment B: Clean Draft of 2026 Revised UTS Faculty Handbook

Attachment ASummary of Revisions to Faculty Handbook

This memo highlights the most significant substantive policy changes between the current (2021) UT Southern Faculty Handbook and the proposed 2026 revision. It intentionally omits changes that are purely organizational, such as the renumbering of chapters or the relocation of existing provisions without alteration.

Key Substantive Revisions**1. Faculty Appointment Categories Redefined**

The revision replaces the legacy classification system – *regular, temporary, instructor, librarian, and part-time adjunct* – with a modernized taxonomy: **tenured and tenure-track, visiting, non-tenure track, librarian, and part-time**. This change clarifies the distinction between tenure-eligible and non-tenure-eligible appointments and better aligns campus terminology with UT System conventions.

2. Administrative Leadership Roles Updated

Role descriptions for academic administrators have been rewritten to emphasize broad leadership responsibilities rather than itemizing daily operational duties. Notably, the revision **adds the position of Vice Provost** and replaces references to “School Chair” with “Department Head” or “Dean” as appropriate, reflecting the proposed academic reorganization.

3. New Dean-Level Review in Tenure and Promotion

Under the 2021 handbook, tenure and promotion files moved from the School Chair directly to a University Promotion & Tenure Committee and then to the Provost. The proposed revision **inserts a Dean-level review** between the University Committee and the Provost, adding an additional layer of academic judgment consistent with the reorganized college/school structure.

4. Early Tenure Denial – Reapplication Now Permitted

The 2021 handbook was silent or restrictive on reapplication following an unsuccessful early tenure bid. The proposed revision **expressly permits a faculty member to reapply for tenure during the standard review period** if an early application is denied, removing a potential disincentive to early candidacy.

5. Sabbatical Leave Replaced by Professional Development Leave

The existing “Sabbatical Leave” program is eliminated and replaced with a new **Professional Development Leave** provision. While full details of eligibility and terms will be governed by the revised policy, the change in nomenclature and

framework signals a broader conception of approved leave purposes beyond traditional sabbatical research.

6. Faculty Records Section Removed

The standalone Faculty Records section – which addressed record maintenance, confidentiality, and faculty access – has been **removed entirely** to eliminate duplication with UT System Policy HR0130, which governs personnel records university-wide.

7. Non-Tenure-Track Faculty Evaluation Criteria Clarified

The revision makes explicit that **non-tenure-track faculty are evaluated on teaching and service only**, not on scholarship. Tenure-track faculty continue to be evaluated on all three areas (teaching, scholarship, and service). This distinction was not clearly delineated in the 2021 version.

8. Definition of Service Narrowed

The proposed handbook refines the definition of “service to the University” to mean **the application of professional skills and expertise**, rather than general civic or community involvement. This sharpens expectations for how service is weighted in evaluation, promotion, and tenure decisions.

9. Appeals Process Streamlined

The three existing appeal channels – Administrative, Faculty Appeals Committee, and the Tennessee Uniform Administrative Procedures Act – are retained. However, the revision **consolidates and simplifies the procedural language**, removing several separately titled subparts that existed in the 2021 version without altering the fundamental rights of appeal.

10. Appendices Removed

The 2021 handbook included appendices containing procedural materials such as forms, checklists, and related operational guidance. These appendices have been **removed from the proposed revision**. Procedural items of this nature will be maintained separately by the appropriate administrative offices, allowing them to be updated as needed without requiring a full handbook revision.

Recommendation: The revisions are principally aimed at aligning the handbook with the proposed academic reorganization, modernizing appointment terminology, and eliminating policy duplication with UT System directives. Staff recommends the Board approve the proposed 2026 Faculty Handbook as presented in **Attachment B**.



FACULTY HANDBOOK

Approved by BOT 6/xx/2026

TABLE OF CONTENTS

<u>1</u>	<u>UNIVERSITY ORGANIZATION AND GOVERNANCE</u>	<u>5</u>
<u>1.1</u>	<u>University of Tennessee Board of Trustees</u>	<u>5</u>
<u>1.2</u>	<u>University of Tennessee System Administration</u>	<u>5</u>
<u>1.3</u>	<u>The University of Tennessee Southern Academic Administration</u>	<u>5</u>
<u>1.3.1</u>	<u>Chancellor</u>	<u>5</u>
<u>1.3.2</u>	<u>Provost & Executive Vice Chancellor for Academic Affairs & Student Experience</u>	<u>5</u>
<u>1.3.3</u>	<u>Vice Provost for Academic and Faculty Affairs</u>	<u>6</u>
<u>1.3.4</u>	<u>Dean</u>	<u>6</u>
<u>1.3.5</u>	<u>Department Head</u>	<u>6</u>
<u>1.3.6</u>	<u>Program Coordinator</u>	<u>6</u>
<u>1.4</u>	<u>Faculty Responsibility in Shared Governance</u>	<u>7</u>
<u>1.4.1</u>	<u>Faculty Senate</u>	<u>7</u>
<u>1.4.2</u>	<u>Faculty Meetings</u>	<u>7</u>
<u>1.5</u>	<u>Faculty Responsibility for the Academic Program</u>	<u>8</u>
<u>1.5.1</u>	<u>Proposals for Curricular Changes</u>	<u>8</u>
<u>1.5.2</u>	<u>Proposals for Substantive Curricular Changes</u>	<u>8</u>
<u>1.6</u>	<u>Academic Program Evaluation</u>	<u>8</u>
<u>1.7</u>	<u>Faculty Appointments</u>	<u>9</u>
<u>1.7.1</u>	<u>Definition of Faculty</u>	<u>9</u>
<u>1.7.2</u>	<u>Types of Faculty Appointments</u>	<u>9</u>
<u>1.7.3</u>	<u>Statement of Terms of Appointment</u>	<u>10</u>
<u>1.7.4</u>	<u>Termination of Faculty Appointments</u>	<u>11</u>
<u>1.8</u>	<u>Faculty Responsibility in Teaching</u>	<u>12</u>
<u>2</u>	<u>TENURED AND TENURE-TRACK FACULTY</u>	<u>13</u>
<u>2.1</u>	<u>Types of Tenured and Tenure-Track Appointments</u>	<u>13</u>
<u>2.1.1</u>	<u>Tenured Appointments</u>	<u>13</u>
<u>2.1.2</u>	<u>Tenure-Track Appointments</u>	<u>13</u>
<u>2.1.3</u>	<u>Termination of a Tenure-Track Appointment</u>	<u>14</u>
<u>2.1.4</u>	<u>Termination of a Tenured Appointment</u>	<u>14</u>
<u>2.1.5</u>	<u>Disciplinary Sanctions Other than Termination for Adequate Cause</u>	<u>16</u>
<u>3</u>	<u>NON-TENURE-TRACK FACULTY</u>	<u>17</u>
<u>3.1</u>	<u>Types of Non-Tenure-Track Faculty Appointments</u>	<u>17</u>
<u>3.1.1</u>	<u>Renewable Appointments: Non-Tenure-Track and Librarian</u>	<u>17</u>
<u>3.1.2</u>	<u>Visiting Faculty Appointments</u>	<u>17</u>
<u>3.2</u>	<u>Termination of a Non-Tenure-Track Appointment</u>	<u>17</u>
<u>3.2.1</u>	<u>Termination at Expiration of Non-Tenure-Track Appointment</u>	<u>17</u>
<u>3.2.2</u>	<u>Termination Prior to the Expiration Date of Non-Tenure-Track Appointment</u>	<u>17</u>
<u>4</u>	<u>RECRUITMENT AND HIRING OF FACULTY</u>	<u>19</u>
<u>4.1</u>	<u>Full-Time Faculty</u>	<u>19</u>
<u>4.1.1</u>	<u>Authorization to Search</u>	<u>19</u>
<u>4.1.2</u>	<u>Recruitment and Interview Procedures</u>	<u>19</u>
<u>4.1.3</u>	<u>Certification of English Language Competency</u>	<u>19</u>
<u>4.1.4</u>	<u>Letter of Appointment</u>	<u>20</u>
<u>4.1.5</u>	<u>Tenure upon Initial Appointment</u>	<u>20</u>

4.2	Part-Time (Adjunct) Faculty	20
4.3	Faculty Credentials	21
5	FACULTY RIGHTS AND TENURE	22
5.1	Statement on Academic Freedom and Tenure	22
5.2	Faculty Rights of Appeal	22
5.2.1	Appeals through Administrative Channels	23
5.2.2	Appeals through the Faculty Appeals Committee	23
5.2.3	Appeals through the Tennessee Uniform Administrative Procedures Act	24
5.3	Compensated Outside Services	24
5.3.1	General Principles	25
5.4	Professional Development Leave	27
5.4.1	Application and Approval	27
5.4.2	General Criteria for Awarding Leave	27
5.4.3	Duration of Leave and Compensation	28
5.4.4	Additional Compensation and Benefits	28
5.4.5	Return to Work and Impact on Promotion	28
6	ADVANCEMENTS IN RANK AND AWARDING OF TENURE	29
6.1	Faculty Rank	29
6.1.1	Instructor	29
6.1.2	Assistant Professor	29
6.1.3	Associate Professor	29
6.1.4	Professor	30
6.1.5	Graduate Faculty Status	30
6.1.6	Emeritus Status	30
6.2	Policies on Advancement in Rank and Tenure	30
6.2.1	Board Criteria for the Awarding of Tenure	30
6.2.2	Additional UT Southern Criteria for Determining Advancement in Academic Rank and the Awarding of Tenure	30
6.2.3	Procedures for Applying for Tenure or Promotion	31
7	FACULTY EVALUATION	35
7.1	Evaluation of Non-Tenured Full-Time Faculty	35
7.1.1	Enhanced Tenure-Track Review (ETTR) for Tenure-Track Appointments	36
7.1.2	Additional UT Southern Requirements for Enhanced Tenure-Track Review (ETTR)	36
7.2	Evaluation of Tenured Full-Time Faculty	37
7.2.1	Annual Performance-and-Planning Review	37
7.2.2	Periodic Post-Tenure Performance Review (PPPR)	38
7.2.3	Enhanced Post-Tenure Performance Review (EPPR)	41
7.2.4	Campus Coordination of the APPR and EPPR Review Processes	44
7.2.5	Comprehensive Performance Review Based on Findings of an Academic Program Review 44	
7.3	Evaluation of Graduate Faculty	44
7.4	Evaluation of Part-Time (Adjunct) Faculty	44

INTRODUCTION

This Faculty Handbook is intended to be a general summary of university governance, policies, and guidelines specific to faculty. All members of the faculty are expected to be thoroughly familiar with the Faculty Handbook and the Employee Handbook, along with the University Catalog and the [UT Code of Conduct](#). Members of the faculty should be familiar also with [UT Board of Trustees Policy BT0006](#), Policies Governing Academic Freedom, Responsibility, and Tenure. This policy is referenced frequently in appropriate sections of this Faculty Handbook, and faculty are recommended to read the policy in its entirety. These publications, including the Faculty Handbook, are amended or revised as required. Amendments and revisions are subject to approval by the UT Board of Trustees or the University President ([BT0007](#)). When official university policies and procedures are changed by the Board of Trustees or other duly constituted authority, such changes become effective on the date designated at the time of their adoption and supersede any conflicting or inconsistent provision in the Faculty Handbook. Any hyperlinks in this Faculty Handbook have not been approved as part of the official Faculty Handbook by the UT Board of Trustees, but rather are included with this Faculty Handbook for convenience, and will be updated and amended as necessary without need for the process specified by [BT0007](#).

The provisions of this handbook apply to all faculty members. This handbook is produced by the Office of the Provost in collaboration with faculty. Questions should be addressed to the college dean, director of human resources, Provost, or Vice Chancellor for Finance & Administration.

The contents of this handbook are not intended to establish, nor should they be interpreted as establishing, a contractual relationship with any faculty member or to induce reliance thereon.

1 UNIVERSITY ORGANIZATION AND GOVERNANCE

1.1 University of Tennessee Board of Trustees

The governing body of the University of Tennessee is the Board of Trustees. The Board has delegated administrative authority to the President, who exercises this authority through delegation to, and in consultation with, a staff of vice presidents and chancellors. For a more complete description of the organization, duties, and powers of the Board, consult the Board of Trustees [website](#).

1.2 University of Tennessee System Administration

The University of Tennessee comprises campuses in Knoxville, Chattanooga, Martin, and Pulaski (Southern), the Health Science Center in Memphis, the Institute for Public Service in Knoxville, and the Space Institute in Tullahoma. The University of Tennessee System has a presence in all 95 counties of Tennessee. Through the combined force of its education, research, and outreach, the System serves students, business and industry, schools, governments, organizations, and citizens throughout the state.

The primary purpose of the UT System is to serve the people of Tennessee and beyond through the discovery, communication, and application of knowledge, as further elaborated.

The UT System administration, headed by the President, enunciates the general mission of the University of Tennessee System and coordinates comprehensive, long-range plans, growth, and development of the campuses and system operating divisions.

1.3 The University of Tennessee Southern Academic Administration

1.3.1 Chancellor

The Chancellor serves as the chief executive officer of the campus and is ultimately responsible for the administration and management of all university operations, subject to oversight by the University President. The Chancellor or the Chancellor's delegate represents the campus in matters before the President and the Board of Trustees and is responsible for delegating operational authority to vice chancellors and other administrators. The overarching responsibilities of the Chancellor include institutional leadership, strategic direction, and final administrative authority, ensuring that campus functions align with system-wide policies and priorities.

1.3.2 Provost & Executive Vice Chancellor for Academic Affairs & Student Experience

The Provost and Executive Vice Chancellor for Academic Affairs & Student Experience serve as the chief academic officer and is responsible for the comprehensive oversight of academic operations. This includes supervising deans, vice provosts, and other academic administrators, as well as managing academic programs, curriculum development, faculty relations, advising, and accreditation. The Provost coordinates faculty work, including hiring, scheduling, development, and evaluation, and serves as a liaison to the Faculty Senate. Additional responsibilities include oversight of institutional research, academic mentoring, learning resources, continuing education,

and system-wide academic coordination. The Provost plays a central role in strategic academic planning and ensuring institutional effectiveness.

1.3.3 Vice Provost for Academic and Faculty Affairs

The Vice Provost for Academic and Faculty Affairs serve as a senior academic administrator, supporting the Provost and overseeing faculty affairs, curriculum processes, and the implementation of academic policy. Responsibilities are delegated from the Provost and include chairing the Curriculum and Academic Policies Committee, overseeing academic program reviews, managing accreditation and compliance processes, coordinating promotion and tenure procedures, and maintaining faculty records. The Vice Provost also oversees general education, academic scheduling coordination, faculty development programs, and new academic initiatives, including online learning and program expansion. This position plays a key role in ensuring academic quality, regulatory compliance, and continuous improvement across the institution.

1.3.4 Dean

At UT Southern, deans serve as the primary academic leaders of their respective colleges. They are responsible for overseeing all aspects of academic programs, faculty supervision, and operational management within the college. Responsibilities include mentoring and evaluating faculty, making promotion and tenure recommendations, managing budgets and facilities, coordinating curriculum development, leading program assessment and evaluation, and fostering excellence in teaching, research, and service. Deans play a critical role in faculty hiring, student recruitment, enrollment growth, scheduling, and maintaining relationships with external stakeholders. They serve as a bridge between faculty and senior administration and are central to implementing institutional priorities at the college level.

1.3.5 Department Head

Department heads manage day-to-day academic operations, supervise faculty, coordinate curriculum and instruction, and ensure alignment with institutional policies. They are responsible for faculty evaluation, workload assignments, scheduling, and participation in hiring decisions. They also contribute to strategic planning, program assessment, and fostering a collaborative academic environment. Their role is both administrative and academic, serving as a key intermediary between faculty and upper administration.

1.3.6 Program Coordinator

Program Coordinators are responsible for planning, coordinating, and evaluating specific academic programs within a department or college. Their duties include developing program goals, assessing learning outcomes, leading curriculum development, and participating in program evaluation processes. They collaborate with faculty, department heads, deans, and the Provost on academic planning and faculty evaluation, including oversight of adjuncts. Program Coordinators also contribute to student mentoring, recruitment, internship oversight, alumni engagement, and external partnerships. Additionally, they assist with scheduling, hiring support, and maintaining program materials, ensuring that academic programs remain current, effective, and aligned with institutional goals.

1.4 Faculty Responsibility in Shared Governance

The voice of the faculty in University governance is indispensable. Its advice cannot be lightly given or lightly received. Everything depends upon the collegiality, mutual respect, and sensitivity of the faculty and the administrative officers. The officers are colleagues who have been assigned specific administrative responsibilities. The faculty are colleagues whose advice and counsel must influence the exercise of those responsibilities. The employer of both faculty and officers is the Board of Trustees, which has delegated to each a set of specific responsibilities that can be successfully discharged only with the support and counsel of each other.

Faculty members have the right to contribute to campus and university discourse that is at the heart of the shared governance of the campus and the university. When contributing to campus and university discourse, at any level within the university or the community at large, faculty members have the freedom to raise and to address, without fear of institutional discipline or restraint or other adverse employment action, any issue related to professional duties; the functioning of academic units, the campus, or the university; and department, college, campus, or university actions, positions, or policies.

The most direct responsibility of the faculty in University governance is to determine the shape of the academic programs. A less direct, but no less important, role of the faculty is to advise the officers whose duties are described above about administrative matters that are intrinsically related to the vitality and credibility of the University. These matters include (but are not necessarily limited to) the five areas listed below. The administration and faculty will both encourage and actively protect such dialogue. Both faculty and administration will carry out discussions with collegiality, civility, and respect.

- Appointment, retention, tenure, and promotion of the faculty;
- Assessment of faculty performance;
- Resolution of grievances in faculty affairs;
- Selection of University administrators;
- Determination of University priorities and budgeting.

1.4.1 Faculty Senate

The full faculty (all full-time faculty members) is represented by and delegates the transaction of much of its business to the Faculty Senate. Composed of elected faculty representatives, the Faculty Senate is the main vehicle by which the faculty influences campus-wide governance. The Senate considers issues relating to curriculum, admission, retention, degrees, promotion, tenure, economic concerns, instructional practices, faculty grievances, and legislative relations. While final administrative judgment on the campus is reserved for the Chancellor, the recommendations of the Senate are taken seriously by all administrative officers. The Constitution and Bylaws of the Faculty Senate, along with a list of all faculty committees, are available on the UT Southern Senate intranet site.

1.4.2 Faculty Meetings

The Faculty Senate is charged with scheduling at least two official meetings of the full faculty per semester. The President of the Senate will preside at these meetings and, as appropriate, will bring to the faculty issues of importance for review, consideration, and voting. Additional meetings may

be called by the Chancellor or the Provost. Faculty members are expected to attend all regularly scheduled and called faculty meetings.

1.5 Faculty Responsibility for the Academic Program

The full-time faculty of the University, operating through the Curriculum and Academic Policies Committee, bears responsibility for planning and developing the academic curriculum, subject to the provisions of the University of Tennessee System and the Tennessee Higher Education Commission.

The Curriculum and Academic Policies Committee oversees the establishment, review, and evaluation of curricular offerings. This Committee provides an interface for the faculty, administration, and governing board in defining the academic purposes of the University; in considering proposals for major changes in the curriculum; in assuming leadership in developing long-range plans for the University curriculum; and in assisting the Provost in studying the problems of articulation between UT Southern and other educational institutions.

1.5.1 Proposals for Curricular Changes

Proposals for curricular changes originate with qualified faculty in the department where the course or program is centered. All proposals for curricular changes should be submitted for review by the Curriculum and Academic Policies Committee to the Vice Provost for Academic & Faculty Affairs, who chairs the Committee. All proposals should follow the template supplied by the Curriculum Proposal Form (available from the Office of Academic Affairs).

1.5.2 Proposals for Substantive Curricular Changes

Some substantive curricular changes, such as the addition of a new major or new program, must be approved by the Tennessee Higher Education Commission. Some other academic changes require that THEC be notified. Initial proposals for such substantive curricular changes should be submitted by the appropriate department for review by the Undergraduate Program Review Subcommittee or the Graduate Program Review Subcommittee of the Curriculum and Academic Policies Committee. The full Committee will consider the subcommittee's recommendation and will, as appropriate, follow the approval process prescribed here by THEC.

1.6 Academic Program Evaluation

The Provost, the Vice Provost for Academic & Faculty Affairs, and each dean will meet with faculty to analyze results of various program evaluations conducted throughout the year to determine any weaknesses or changes necessary in the college. Faculty may also be made aware of needed changes as a result of evaluations. The faculty, the dean, and the Vice Provost for Academic & Faculty Affairs can address these needs and formalize them into specific changes desired in the educational program. Program evaluation will periodically involve the use of outside consultants to assess a variety of issues related to a particular program.

The relevant faculty, dean, Vice Provost for Academic & Faculty Affairs, and Provost will together develop feasible solutions to any identified weaknesses or needs. The implementation strategy, which will include objectives, assessment criteria and procedures, and an implementation timetable, will be sent to the Curriculum and Academic Policies Committee for review and approval.

UT Policy [BT0006](#) (III.I.5) authorizes the President, based on the findings of an academic program review, to recommend to the Board of Trustees procedures under which the campus administration will conduct comprehensive performance reviews of tenured and non-tenured faculty in the program.

1.7 Faculty Appointments

1.7.1 Definition of Faculty

The faculty of the University comprises all persons whose principal responsibility at the University of Tennessee Southern is to provide or administer academic instruction or services. Faculty operate through regular meetings, an elected senate, and an array of standing committees.

1.7.2 Types of Faculty Appointments

Full-time faculty appointments are of four types: tenured and tenure-track faculty, visiting faculty, non-tenure-track faculty, and librarian. In addition, the University may hire part-time faculty to teach individual courses. Every faculty member's appointment document will specify the appointment type, faculty rank, and tenure status. Regardless of type or rank, all faculty positions other than tenured positions are provisional. Holding a provisional appointment does not create an obligation for the University to reappoint a faculty member or to renew an appointment, as explained in section [2.1.2.1](#) (tenure-track) or section [3.2.1](#) (non-tenure-track).

1.7.2.1 Full-Time Faculty Appointments

Tenured or tenure-track Faculty. Tenured or tenure-track faculty appointments are either tenured appointments or probationary appointments and are renewable subject to the provisions described in sections [7.2](#) and [7.1](#) of this handbook and to any provisions in individual appointment documents. These appointments carry rank and are eligible for promotion and tenure as described in section [6.2](#) of this handbook. Tenured or tenure-track faculty members are eligible to receive benefits as provided in University policies and described by the Office of Human Resources.

Visiting Faculty. Visiting faculty appointments may occasionally be offered to fulfill specific responsibilities. Such appointments are full-time assignments for a specified, limited period of time, typically for one term or one academic year, and terminate automatically at the end of the specified period. These appointments carry rank, to be negotiated at the time of appointment, but are not eligible for promotion or tenure, nor may a visiting faculty appointment be converted to a tenure-track faculty appointment. Visiting faculty members are eligible to receive benefits as provided in University policies and described by the Office of Human Resources. One holding a visiting faculty appointment may, on an equal basis with other candidates, apply for an appropriate tenure-track faculty appointment should one become available.

Non-tenure-track. Non-tenure-track appointments are full-time assignments that are renewable subject to the provisions described in [7.1](#) of this handbook and to any provisions in individual appointment documents. The appointment carries the rank of Instructor but is not eligible for promotion or tenure. Nor may a non-tenure-track appointment be converted to a tenure-track faculty appointment. Non-tenure-track faculty are eligible to receive benefits as provided in University policies and described by the Office of Human Resources. One holding a non-tenure-track appointment may, on an equal basis with other candidates, apply for an appropriate tenure-track faculty appointment should one become available.

Librarian. Librarian appointments are full-time 12-month appointments that are renewable subject to the provisions described in [7.1](#) of this handbook and to any provisions in individual appointment documents. Librarians hold faculty rank and may apply for promotion as described in section [6.2](#) of this handbook. However, Librarians may not hold tenure. Librarians are eligible to receive benefits as provided in University policies and described by the Office of Human Resources.

1.7.2.2 Part-Time Faculty Appointments

Part-Time (adjunct) faculty appointments are less than full-time assignments for a specified period of time, typically one term or one academic year, and terminate automatically at the end of the specified period. These appointments are typically to teach individual courses or to perform other clearly delimited responsibilities. Such appointments are not eligible for promotion or tenure. Part-Time (adjunct) faculty members may be eligible to receive some benefits as provided in University policies and described by the Office of Human Resources.

1.7.3 Statement of Terms of Appointment

1.7.3.1 Full-Time Faculty Appointments

The terms and conditions of every initial appointment and every reappointment to the faculty will be stated or confirmed in writing, and a copy of the appointment document will be supplied to the faculty member at the time of employment. Each appointment document will specify the position, academic rank, appointment period, effective dates of appointment, rate of compensation, any special conditions attached to the particular appointment or position, and any special departmental or program standards. Each appointment document will also specify whether the appointment is tenured, tenure-track, non-tenure-track, or visiting. The initial as well as any subsequent appointment documents during the probationary period will inform the faculty member of matters relative to eligibility for the acquisition of tenure, including the term during which the faculty member must apply for tenure. Any subsequent extensions of or modifications to any appointment, and any special understandings or any notices incumbent upon either party to provide, will be confirmed in the reappointment document.

Initial appointments may carry advanced rank and/or tenure. Tenure, in such cases, is subject to positive action of the Board of Trustees upon the recommendation of the President. See section [4.1.5](#) of this handbook.

Faculty members will be notified by letter of any changes to the appointment. Notification of an award of tenure or promotion will come by letter from the Chancellor or President. Notification of other changes to an appointment—such as tenure review date; or changes in rank, title, or assignment—will come by letter from the Provost. Any other oral or written representations concerning such adjustments and changes are unauthorized and not binding on the University. Normally, salary adjustments and other changes in employment are made following approval of the University budget by the Board of Trustees at its annual meeting in June.

Full-time faculty appointments typically cover the nine-month academic year, beginning the full week before the week in which classes begin in the fall (mid-August) and ending at the end of the week following Commencement in the spring (mid-May).

1.7.3.2 Part-Time (Adjunct) Faculty Appointments

At the time of employment, the terms and conditions of every part-time (adjunct) faculty appointment will be stated or confirmed in writing and a copy of the appointment document will be

supplied to the faculty member. Such appointments are for a specified period of time, typically one term or one academic year, and terminate automatically at the end of the specified period. Each appointment document will specify the position, academic rank, appointment period, effective dates of appointment, rate of compensation, any special conditions attached to the particular appointment or position, and any special departmental or program standards. Part-time (adjunct) faculty may be appointed to a maximum of 12 credit hours per semester or the equivalent. The performance of part-time (adjunct) faculty is evaluated by the process described in section [7.4](#) of this handbook.

1.7.4 Termination of Faculty Appointments

1.7.4.1 Resignation

Faculty members who wish to resign have an obligation to make their resignation effective at the end of the academic year or, under exceptional circumstances, at the end of an academic semester. In all cases, notification of resignation should be made early enough to allow the University to cover any scheduled assignments.

Faculty on academic-year appointments who resign before the end of the academic year are paid for the number of semesters they have taught, at one-half of their annual salary per semester. Persons who leave their teaching positions during the semester will be compensated on a pro-rated basis, receiving a salary for only the service completed. Faculty members who have unused annual leave accrued while on 12-month appointments will receive payment for the leave upon resignation in accordance with University policies.

Tenure is relinquished upon resignation.

1.7.4.2 Retirement

Under normal circumstances, a faculty member controls the decision to retire. The effective date of retirement for academic-year faculty is normally at the end of either the fall or spring semesters. Computation of the final payment for the last year of service is calculated in the same way as for resignations (above). Faculty members who have unused annual leave accrued during 12-month appointments will receive payment for that leave upon retirement, in accordance with University policies.

After Retirement:

1. Emeritus status may be given to recognize retiring faculty members or administrators for distinguished service to the University of Tennessee over an extended period of time. Complete information on the policy appears in UT Policy [HR0102](#).
2. Benefits available for retirees can be found on the UT Human Resources [website](#).
3. The Post-Retirement Service Program is a plan for tenured faculty to transition from full-time teaching and/or research to retirement upon agreement by the faculty member, the department chair, and other required administrators. Complete information on the policy appears in UT Policy [HR0374](#).

1.7.4.3 Termination by the University

The University has established procedures governing the non-renewal of tenure-track (see [2.1.2.1](#)) and non-tenure-track (see [3.2.1](#)) faculty appointments, as well as the termination of tenured faculty

(see [2.1.4](#)) and the termination of non-tenured faculty prior to the expiration of the appointment term (see [2.1.3](#) for tenure-track or [3.2.2](#) for non-tenure-track) .

1.7.4.4 *Exit Procedures*

Employees who leave the university must complete the exit interview process to ensure clearance of all personal debts owed and the return of all assigned university property to the respective department prior to termination and release of final wage payments. This requirement is a part of UT Policy [HR0125](#). Faculty should contact UT Southern Human Resources to initiate this process.

1.8 Faculty Responsibility in Teaching

All faculty members are expected to comply with the following procedural responsibilities in the performance of their instructional duties. Faculty members will:

1. prepare a syllabus for each course in accordance with University guidelines, post an electronic copy of each syllabus on the appropriate course website, and submit an electronic copy to the appropriate department;
2. record student attendance regularly in the University's student information system (SIS);
3. record midterm and final course grades in the University's SIS;
4. grade and return student work in a timely manner to ensure that students are adequately informed of their standing in each course;
5. meet all assigned classes regularly, systematically, punctually, and for the full scheduled class period;
6. administer a final examination in all courses (except physical education activity courses);
7. maintain regular and sufficient office hours, post those hours for the benefit of students;
8. be accessible to administrators and students between the last day of examinations and graduation day;
9. address student absences personally, including absences resulting from illness; and
10. address cases involving cheating and plagiarism in accordance with the University's Academic Honor Code.

2 TENURED AND TENURE-TRACK FACULTY

2.1 Types of Tenured and Tenure-Track Appointments

2.1.1 Tenured Appointments

Faculty members holding tenured appointments receive annual appointment documents as described above in section [1.7.2.1](#) of this handbook. Only faculty members holding tenure-track faculty appointments are eligible to hold tenure, which is always granted within a particular academic program or discipline. Non-renewal of a tenured appointment may occur only according to the provisions described in section [2.1.4](#) of this handbook.

2.1.2 Tenure-Track Appointments

A tenure-track faculty appointment is an appointment which is eligible for tenure but for which tenure has not yet been awarded. Any tenure-track faculty member must serve a probationary period at UT Southern prior to being considered for tenure. Tenure-track appointments are for one year, subject to renewal according to the performance expectations described in section [7.1](#) of this handbook. A notice of non-renewal will follow the process described in section [2.1.2.1](#) below.

Board Policy [BT0006](#) defines the standard length of the probationary period, as well as the procedures for extending or suspending the probationary period, the process for requesting early tenure consideration, and the timeline for notifying tenure-track faculty members of non-renewal.

At UT Southern, the tenure-track faculty member will apply for tenure during the fall semester of the sixth probationary year. (See section [6.2.3](#) of this handbook.) A faculty member may request in writing consideration for tenure before the end of the probationary period specified in the original letter of appointment. Such a request must be approved by the Provost upon the recommendation of the faculty member's department head, dean, and Enhanced Tenure-Track Review committee (see section [2.1.2.2](#) below). If tenure is denied following early consideration, the faculty member may reapply once, during the fall of the sixth probationary year. If tenure is not granted during the sixth probationary year, the faculty member will be permitted to serve a seventh year as a terminal year.

2.1.2.1 Notice of Non-Renewal of Tenure-Track Appointment

A non-tenured faculty member holding a tenure-track appointment will be notified in writing by the Provost if the University, in its sole discretion, chooses not to renew the faculty member's appointment.

In line with UT System Policy ([BT0006](#), III.E), notice that a tenure-track faculty member's appointment will not be renewed for the next year shall be made in writing by the chief academic officer, upon the recommendation of the department head and dean, according to the following schedule:

- In the first year of the probationary period, not later than March 1 for an academic year appointment and no less than three months in advance for any other term of appointment;
- In the second year of the probationary period, not later than December 15 for an academic year appointment and no less than six months in advance for any other term of appointment; and

- In the third and subsequent years of the probationary period, not less than twelve months in advance.

These notice requirements relate only to service in a probationary period with the University. Credit for prior service shall not be considered in determining the required notice. Notice of non-renewal shall be effective upon personal delivery or upon mailing, postage prepaid, to the faculty member's residential address of record at the University.

2.1.2.2 *Enhanced Tenure-Track Review (ETTR)*

UT Policy [BT0006](#) requires tenure-track faculty on to undergo enhanced review during the third or fourth year of the probationary period. This Enhanced Tenure-Track Review (ETTR) is in addition to the annual review undergone by all full-time faculty for that year. (See section [7.1](#) of this handbook for a description of annual review and the ETTR process.) The intent of ETTR is to assess the faculty member's progress, and to inform the faculty member of his or her progress, toward the grant of tenure.

2.1.3 Termination of a Tenure-Track Appointment

The termination of a tenure-track appointment before the expiration date of the appointment follows the same procedures as those used for the revocation of tenure and termination of a tenured faculty appointment (described in section [2.1.4](#) of this handbook). The procedures for non-renewal of a tenure-track appointment are explained above in section [2.1.2.1](#) of this handbook.

2.1.4 Termination of a Tenured Appointment

2.1.4.1 *Board Policy*

UT Policy defines tenure as "a principle that entitles a faculty member to continuation of his or her annual appointment until relinquishment or forfeiture of tenure or until termination of tenure for Adequate Cause, financial exigency, or academic program discontinuance" ([BT0006](#), III.A).

UT Policy details these grounds for termination of tenure as follows ([BT0006](#), III.J):

1. Grounds for Termination

a. Relinquishment or Forfeiture of Tenure

A tenured faculty member relinquishes tenure upon resignation or retirement from the University. A tenured faculty member forfeits tenure upon taking an unauthorized leave of absence or failing to resume the duties of his or her position following an approved leave of absence. Forfeiture results in automatic termination of employment. The chief academic officer shall give the faculty member written notice of the forfeiture of tenure and termination of employment.

b. Extraordinary Circumstances

Extraordinary circumstances warranting termination of tenure may involve either financial exigency or academic program discontinuance. In the case of financial exigency, the criteria and procedures outlined in the Board-approved Financial Exigency Plan for each campus shall be followed. In the case of academic program discontinuance, the termination of tenured faculty may take place only after consultation with the faculty through appropriate committees of the department, the college, and the Faculty Senate. If termination of tenured faculty positions becomes necessary because of financial exigency or academic program discontinuance, the campus administration shall attempt to place each displaced

tenured faculty member in another suitable position. This does not require that a faculty member be placed in a position for which he or she is not qualified, that a new position be created where no need exists, or that a faculty member (tenured or non-tenured) in another department be terminated in order to provide a vacancy for a displaced tenured faculty member. The position of any tenured faculty member displaced because of financial exigency or academic program discontinuance shall not be filled within three years, unless the displaced faculty member has been offered reinstatement and a reasonable time in which to accept or decline the offer.

c. Adequate Cause

"Adequate cause" for terminating a tenured faculty member means the following:

- (1) Unsatisfactory Performance in Teaching, Research, or Service which includes the following and similar types of unsatisfactory performance:
 - a) failure to demonstrate professional competence in teaching, research, or service;
 - b) failure to perform satisfactorily the duties or responsibilities of the faculty position, including but not limited to failure to comply with a lawful directive of the department head, dean, or chief academic officer with respect to the faculty member's duties or responsibilities;
 - c) inability to perform an essential function of the faculty position, given reasonable accommodation, if requested;
 - d) loss of professional licensure if licensure is required for the performance of the faculty member's duties;
 - e) with respect to members of the Health Science Center faculty, failure to be granted or loss of medical staff membership and privileges at affiliated teaching hospitals;
 - f) loss of appointment (or substantive alteration of the faculty member's work) with an affiliated entity unless approved in advance by the chief academic officer (or designee) (for example, loss of employment with an affiliated medical practice group or loss of "joint faculty" support from Oak Ridge National Laboratory);
 - g) as specified in [\[BT0006\]](#) Appendix D, paragraph 3, cessation of employment with an external entity/ primary employer if tenure was granted contingent upon remaining employed by the external entity/primary employer; or
 - h) dishonesty or other serious violation of professional ethics or responsibility in teaching, research, or service; or serious violation of professional responsibility in relations with students, employees, or members of the community.
- (2) Misconduct, which includes the following and similar types of misconduct:
 - a) failure or persistent neglect to comply with University policies, procedures, rules, or other regulations, including but not limited to violation of the University's policies against discrimination and harassment;
 - b) falsification of a University record, including but not limited to information concerning the faculty member's qualifications for a position or promotion;
 - c) theft or misappropriation of University funds, property, services, or other resources;
 - d) admission of guilt or conviction of: (i) a felony; or (ii) a non-felony directly related to the fitness of a faculty member to engage in teaching, research, service, or administration; or
 - e) any misconduct directly related to the fitness of the faculty member to engage in teaching, research, service, or administration.

2. Termination Procedures for Adequate Cause

Each campus shall establish procedures for terminating a tenured faculty member, or a tenure-track faculty member, before the expiration of the annual term, for Adequate Cause. Termination procedures shall incorporate and be consistent with the procedures in Appendices B and C [of [BT0006](#)]. The procedures shall be effective upon approval by the Board of Trustees and shall be published in the campus faculty handbook.

The procedures in [BT0006](#) Appendix B shall apply if the Adequate Cause grounds for termination include both (i) unsatisfactory performance in teaching, research, or service and (ii) misconduct.

2.1.4.2 Additional UT Southern Policy

UT Southern will follow the termination procedures for Adequate Cause described in the appendices of UT Policy [BT0006](#): Appendix B Termination Procedures for Unsatisfactory Performance in Teaching, Research, or Service; Appendix C Termination Procedures for Misconduct; and Appendix C-1 Termination Procedures for Title IX Sexual Harassment. These documents are available on the UT Policy website.

2.1.5 Disciplinary Sanctions Other than Termination for Adequate Cause

UT Policy ([BT0006](#), III.K) allows for disciplinary sanctions of faculty members other than termination for adequate cause:

Disciplinary sanctions other than termination may be imposed against a faculty member. If the proposed sanction is suspension without pay for a definite term (no more than one year), the procedures set forth in [BT0006](#) Appendix B or C (as applicable and as tailored to reflect that the proposed sanction is suspension without pay rather than termination) shall be offered in connection with the suspension.

If the proposed sanction does not involve suspension without pay, the department head shall make a recommendation to the dean, and the dean shall make a recommendation to the chief academic officer. The chief academic officer shall give the faculty member written notice of the proposed sanction and the supporting reason(s) and shall offer him or her an opportunity to respond both in writing and in person. The faculty member may appeal the proposed sanction through established appeal procedures [see section [5.2](#) of this handbook], and the sanction shall be held in abeyance until the conclusion of the appeal. A decision by the Chancellor on appeal will be the final decision for the University and not appealable to the President.

3 NON-TENURE-TRACK FACULTY

3.1 Types of Non-Tenure-Track Faculty Appointments

3.1.1 Renewable Appointments: Non-Tenure-Track and Librarian

Faculty members holding non-tenure-track appointments or librarian appointments receive annual appointment documents as described above in section [1.7.3](#) of this handbook. Such appointments are renewable annually, subject to satisfactory performance (see section [7.1](#) of this handbook) and at the sole discretion of the University.

Regardless of the stated term or other provisions of any appointment, written notice that a renewable appointment is not to be renewed will be given to the faculty member as early as possible in advance of the expiration of the appointment, but in no case later than five business days after the conclusion of the June meeting of the Board of Trustees.

When a decision not to renew the appointment has been reached, the faculty member involved will be informed of that decision in writing by the Provost.

3.1.2 Visiting Faculty Appointments

Faculty members holding a visiting faculty appointment receive an appointment document at the time of initial appointment as described above in section [1.7.3](#) of this handbook. Visiting faculty appointments, which are for a specified period of time and terminate automatically at the end of the specified period, are typically not renewed. Under unusual circumstances, however, as determined by the Provost, a visiting faculty appointment may be renewed and a reappointment document issued.

3.2 Termination of a Non-Tenure-Track Appointment

3.2.1 Termination at Expiration of Non-Tenure-Track Appointment

A faculty member holding a non-tenure-track appointment will be notified in writing by the Provost if the University, in its sole discretion, chooses not to renew the faculty member's appointment. Such notification will be given no later than five business days after the Annual Meeting of the Board of Trustees.

3.2.2 Termination Prior to the Expiration Date of Non-Tenure-Track Appointment

A non-tenure-track faculty appointment may be terminated for adequate cause (as defined in section [2.1.4.1](#) of this handbook) prior to the expiration of the appointment term. In the event that a department head or dean recommends to the Provost that a non-tenure-track faculty member be terminated for cause, the dean and Provost shall meet with the faculty member to present the reasons for the recommended termination and to permit the faculty member to respond. If, after this meeting, the Provost concludes that adequate cause for the termination exists, the faculty member shall be informed in writing. A non-tenure-track faculty member whose appointment has been terminated for adequate cause shall be notified of the right to a post-termination hearing under the Tennessee Uniform Administrative Procedures Act.

In the event of Extraordinary Circumstances (as defined in Board Policy and quoted in Section [2.1.4.1](#)), a non-tenure-track appointment may be terminated following the same procedures applicable to tenure-track faculty.

At any time, the University may terminate without cause the appointment of a non-tenure-track faculty member. The termination may be implemented by paying the remaining salary due during the appointment and relieving the non-tenure-track faculty member of any remaining responsibilities under the appointment.

4 RECRUITMENT AND HIRING OF FACULTY

4.1 Full-Time Faculty

4.1.1 Authorization to Search

An authorization to search is required to fill any new or vacated position. Deans must submit requests and justifications for any new positions to the Provost during the budget conferences for the following year. The requests should include the proposed rank, salary, and job description. The Provost will, on behalf of the Chancellor, either grant or withhold authorization to fill new positions or vacancies created through resignation or termination of appointment after due consideration of budget and enrollment projections, subject to UT policy.

4.1.2 Recruitment and Interview Procedures

The University is committed to recruiting a pool of highly qualified applicants; therefore, search procedures should be designed to ensure that qualified individuals are made aware of any position vacancy. A thorough search and careful screening procedure must precede any recommendation of appointment. The complexity of the search process depends upon the nature of the position, with a more extensive search necessitated by a tenure-track, full-time appointment.

The Provost will consult with the dean about the program needs, the minimal qualifications for the position, the primary and secondary areas of specialties, and the procedure for the search. He or she will then, in consultation with the relevant department head, appoint an advisory search committee comprised of at least three faculty members and name one of them to serve as committee chair. The composition of the committee should conform to all relevant HR guidelines.

For full-time, tenure-track faculty positions, the committee will recommend candidates, typically three, to be invited for on-campus interviews. For instructor or visiting faculty positions, Teams/Zoom or other remote technology interviews may substitute for on-campus interviews.

As a part of the interview process, a candidate may be required to make a formal presentation on an appropriate subject. Such presentations will be announced in advance by the search committee and will be open to faculty, students, and administration of the University. No one may be recommended for an initial appointment who has not been interviewed by the Provost and/or the Chancellor.

Once interviews are completed, the search committee will submit its formal recommendation to the Provost. The Provost will forward the committee's recommendation, along with her/his own, to the Chancellor, who will make the final selection of the candidate.

Note: For full-time positions that involve a combination of both teaching and non-teaching obligations, the candidate must have the same academic credentials and meet the same criteria for employment as full-time teaching faculty. (See section [4.3](#) of this handbook.)

4.1.3 Certification of English Language Competency

The department head, in consultation with the search committee, should certify that the candidate can communicate effectively with students in the English language. The relevant policy, BT0013, can be found [here](#) and on the website of UT Academic Affairs and Student Success.

4.1.4 Letter of Appointment

The Provost will provide a formal letter of appointment for the selected candidate. The appointment letter must specify:

1. The academic rank at which the faculty member is being appointed,
2. The initial salary and related financial terms (such as startup funding, travel allowances, etc.),
3. The nature of the appointment (tenure-track or non-tenure-track) and length of any probationary period, and
4. The academic year during which tenure and/or promotion must be considered, if applicable.

The new faculty member's written acceptance of the letter of appointment, together with the execution of normal University employment forms and the provision of official copies of all college transcripts to the Office of Academic Affairs & Student Experience, completes the initial appointment to employment between the University and the faculty member. (See also section [1.7.3.1](#) of this handbook.)

4.1.5 Tenure upon Initial Appointment

UT Policy [BT0006](#) (III.D) allows for the granting of tenure upon initial appointment with approval by the Board of Trustees:

No faculty member shall be granted tenure upon initial appointment except by positive action of the Board of Trustees upon the recommendation of the President, which shall include documentation of compliance with all tenure review and recommendation procedures stated in Appendix A and as established by the campus in accordance with Section G of this Article III. The Board of Trustees will grant tenure upon initial appointment only if (1) the proposed appointee holds tenure at another higher education institution and the Board determines that the President has documented that the proposed appointee cannot be successfully recruited to the University without being granted tenure upon initial appointment; or (2) the Board of Trustees determines that the President has documented other exceptional circumstances warranting the grant of tenure upon initial appointment. When necessary, between regular meetings of the Board of Trustees, the Board's executive committee may act on behalf of the Board to grant tenure upon initial appointment in accordance with the provisions of this Section D.

4.2 Part-Time (Adjunct) Faculty

The department head, in consultation with the appropriate program coordinator, is primarily responsible for recruiting and selecting part-time (adjunct) faculty. Applicants must apply through a posting and the normal HR procedures. Part-time (adjunct) faculty are required to have the academic credentials and to meet the criteria for employment that are detailed in section [4.3](#) of this handbook.

After interviewing the candidate and verifying their credentials, the department head will make a recommendation to the dean. Any official offer of employment will be made by the Provost. At the time of appointment, the faculty member will be provided with an appointment document as

described in section [1.7.3.2](#) of this handbook. Also, at the time of appointment, the candidate must provide official copies of all college transcripts and execute normal University employment forms.

4.3 Faculty Credentials

In hiring faculty, whether full-time or part-time, the University adheres to the guidelines provided by its regional accrediting body, the Southern Association of Colleges and Schools Commission on Colleges: Faculty Credentials—Guidelines (and any updates and revisions to the Guidelines). Those guidelines read as follows:

For each of its educational programs, the institution justifies and documents the qualifications of its faculty members. When an institution defines faculty qualifications using faculty credentials, institutions should use the following as credential guidelines:

- a. Faculty teaching general education courses at the undergraduate level: doctorate or master’s degree in the teaching discipline or master’s degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- b. Faculty teaching associate degree courses designed for transfer to a baccalaureate degree: doctorate or master’s degree in the teaching discipline or master’s degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours in the teaching discipline).
- c. Faculty teaching baccalaureate courses: doctorate or master’s degree in the teaching discipline or master’s degree with a concentration in the teaching discipline (minimum of 18 graduate semester hours in the teaching discipline).
- d. Faculty teaching graduate and post-baccalaureate coursework: earned a doctorate/terminal degree in the teaching discipline or a related discipline.

SACSCOC has reiterated at its annual meetings that a faculty member’s qualifications for a particular teaching assignment may include or may rest on professional or artistic/creative accomplishments, licensures/certifications, and a range of other evidence of “competence, effectiveness and capacity” in successfully meeting the objectives of a given course. The University may consider such additional qualifications when hiring faculty. Faculty qualifications are verified using a qualification matrix in each academic department before hiring faculty.

5 FACULTY RIGHTS AND TENURE

5.1 Statement on Academic Freedom and Tenure

UT Policy [BT0006](#), which details the policies governing academic freedom, responsibility, and tenure, is referenced frequently in appropriate sections of this handbook. This foundational policy establishes the principle of academic freedom as well as the principle of and policies governing academic tenure. Those policies governing academic tenure, such as the probationary period, criteria for tenure, application procedures, performance reviews, etc., are described within that policy and proceduralized, in the appropriate sections of this handbook.

Eligibility requirements for tenure consideration specific to UT Southern and the procedures for requesting tenure consideration are detailed in section [6.2](#) of this handbook.

5.2 Faculty Rights of Appeal

The following general and special procedures are provided to give faculty members an opportunity to seek resolution of complaints about decisions affecting their employment as faculty members. Faculty members should make reasonable efforts to resolve issues informally before using these procedures. Unless specified otherwise, the procedures outlined in this section must be initiated within 30 days of the date of the employment decision in question, or before termination of employment, whichever occurs first.

General Appeals

Faculty members with grievances have three options for pursuing appeals, depending on the subject matter(s) of their appeal. They may (1) initiate an appeal through administrative channels, (2) request an appeal through the Faculty Appeals Committee, or (3) bring an appeal through the Tennessee Uniform Administrative Procedures Act. Each of these options is addressed in the following sections.

The appeals procedures through administrative channels and the Faculty Appeals Committee are formal but not judicial processes.

Special Appeals

Special procedures are provided for cases involving (1) allegations of discrimination or harassment due to race, sex, religion, national origin, age, handicap, or veteran status, (2) termination or suspension of a tenure-track faculty member for adequate cause prior to the expiration of his or her term of appointment, (3) termination or suspension of a tenure-track faculty member without the minimum advance notice specified for non-reappointment of the tenure-track faculty, or (4) allegations that the non-renewal of appointment of a tenure-track faculty member constitutes a violation of academic freedom.

1. Appeal Procedures for Complaints of Discrimination: Allegations of discrimination on the basis of race, sex, national origin, religion, age, disability, veteran status, or other basis prohibited by University Policy must be brought forward and investigated by UT Southern Human Resources.
2. Appeal Procedures for Alleged Violations of Academic Freedom: When a decision not to reappoint a non-tenured faculty member is appealed as an alleged violation of academic

freedom, the appeal shall be made directly to the Faculty Appeals Committee and shall be heard in accordance with the procedures outlined below.

5.2.1 Appeals through Administrative Channels

To initiate a grievance through administrative channels, the faculty member must write a letter to the official at the first administrative level where a contested recommendation or decision was made. The letter should (a) notify the administrator that a grievance is being made, (b) outline the nature of the grievance, and (c) state the desired action. The administrative channels through which a grievance may progress include: department head; dean; Provost; and Chancellor. At each level, the administrator ideally should inform the faculty member of his/her decision in writing within thirty days. If the grievance is not resolved at the first administrative level where a negative recommendation or decision was made, the faculty member may pursue the grievance through each succeeding level of administration. Upon receipt of a negative decision by an administrator at one level, the faculty member will have thirty days to initiate an appeal to the next level.

When a faculty member who has initiated a grievance through administrative channels receives a negative decision by the Provost, the faculty member may appeal the Provost's decision to the Chancellor directly or request review by the Faculty Appeals Committee prior to the Chancellor's review. The Provost's decision shall include notice to the faculty member of his/her right to request review by the Faculty Appeals Committee. The faculty member will have thirty days from receipt of the Provost's decision to request a Faculty Appeals Committee review.

5.2.2 Appeals through the Faculty Appeals Committee

To initiate an appeal through the Faculty Appeals Committee, the faculty member must submit a letter to the chair of the committee and provide a copy to the Provost. The letter should (a) indicate that an appeal is being made, (b) outline the nature of the appeal, and (c) state the desired action. The chair of the Faculty Appeals Committee, in consultation with the committee members and the Chancellor, will determine whether the faculty member's complaint lies within the Committee's jurisdiction and merits consideration. If so, the chair will initiate a complete review of the matter.

5.2.2.1 Authority of the Faculty Appeals Committee

For matters which lie within the scope of the Committee's jurisdiction, the Committee will consider only whether or not personnel decisions were made according to University policies, procedures, and regulations. The scope of the Committee's jurisdiction with respect to promotion and tenure decisions is limited to a review of complaints that applicable procedures were not followed. Members of the Faculty Appeals Committee shall hold all information in confidence except when required by law to make disclosure.

The Faculty Appeals Committee will not accept for review matters that by policy are required to be reviewed by other bodies, such as matters involving:

1. allegations of discrimination in violation of university policy or procedure (see Special Appeals above);
2. termination of visiting or tenure-track faculty before the stipulated term of appointment (see Section [2.1.3](#) of this handbook);
3. termination for unsatisfactory performance in teaching, research, or service (see [BT0006](#), Appendix B); or

4. termination for misconduct (see [BT0006](#), Appendix C).

5.2.2.2 *Process for Appeals*

When an appeal lies within the scope of the Faculty Appeals Committee (FAC), the following steps will be implemented:

1. The FAC will serve as the Hearing Committee. The chair of the FAC shall serve as chair of the Hearing Committee. In appeals where the FAC chair is excluded, the FAC will elect a chair of the Hearing Committee.
2. The Hearing Committee will receive evidence, hear witnesses, and/or take written statements. Each party may specify a UT Southern colleague to be a nonvoting observer of the proceedings.
3. Judicial rules of procedure and evidence shall not be required. However, any individual making a presentation to the Hearing Committee may obtain the assistance of an advisor or legal counsel. If legal representation is desired, the faculty member must notify the Hearing Committee at least ten days before any hearings that may be scheduled so that the University may also schedule the presence of legal counsel. The University will be obliged to notify the individual in the same way. If this notification comes later than ten days before a hearing, postponements may be granted by the Hearing Committee so that those who desire counsel may have counsel present. Participation of legal counsel shall be limited to advising their clients and shall not include examination of witnesses or oral argument.
4. The Hearing Committee will ensure that all appropriate parties are notified of its review and given an opportunity to present to the committee evidence deemed appropriate. Any objection to the review procedures or composition of the Hearing Committee must be made in writing to the chair of the Hearing Committee. The committee shall review all objections, and its decision will be final.

5.2.2.3 *Hearing Results and Recommendations*

1. After due consideration by the Hearing Committee, its recommendations based on majority vote shall be detailed in writing to the Chancellor and to the parties involved in the appeal.
2. Prior to reaching a final decision, the Chancellor has the option of asking the Hearing Committee to reconsider specific issues of fact. The written decision of the Chancellor shall be forwarded to the chair of the Hearing Committee and to the parties involved in the appeal. If the Chancellor does not accept all or part of the findings and recommendations of the Hearing Committee, he/she will include in the decision the reasons for not doing so.

5.2.3 Appeals through the Tennessee Uniform Administrative Procedures Act

A hearing under the Tennessee Uniform Administrative Procedures Act (TUAPA) is available to tenure-track and non-tenure-track faculty members under certain circumstances. Unless otherwise stated in a University policy or by statute, requests for a TUAPA hearing must be brought within 10 days of the employment action, which is the subject of the hearing.

5.3 Compensated Outside Services

Full-time faculty members appointed to The University of Tennessee agree to devote themselves to the University's mission of teaching, research, and public service. Fulfillment of these

responsibilities demands a full-time, 100% commitment to normal University duties, including remaining current in the discipline to which the faculty member is appointed. For many faculty members, an important part of staying up to date lies outside the normal scope of a regular academic appointment and involves testing one's academic skills and abilities by applying them to real-world problems. The University encourages faculty to engage in consulting and other related outside services associated with an individual faculty member's appointment and that develop his/her professional expertise. By these means, many faculty members improve their disciplinary skills; they serve educational institutions and professional organizations, business, industry, and government; and they bring positive recognition to the University.

5.3.1 General Principles

University policy establishes procedures to encourage faculty professional development and ensure that faculty meet their regular University responsibilities in a timely and effective manner.

1. Full-time faculty members appointed to The University of Tennessee must devote themselves to the university's mission of teaching, research, and public service. Fulfillment of these responsibilities demands a full-time commitment to normal university duties, including remaining current in the discipline to which the faculty member is appointed.
2. While compensated outside activities may be valuable for both faculty and the university, the primary responsibility of a faculty member is to fulfill the teaching, research/scholarship/creative achievement, and service commitments of her/his full-time appointment to the university. Faculty members have a responsibility not to undertake external activities that substantially burden or interfere with commitments to the university. A full-time appointment includes an obligation to maintain a meaningful presence on behalf of the university in the performance of responsibilities. This obligation means being accessible on campus to students, staff, and colleagues. Compensated outside activities must not result in a conflict of interest or a conflict of commitment with respect to the faculty member's university duties.
3. As outside compensated activities are not part of the full-time commitments of a faculty member, they cannot be substituted for commitments of a faculty member to teaching, research/scholarship/creative activity, and service within the university. Correspondingly, the annual review of a faculty member's performance is based solely on her/his regular responsibilities and duties as part of her/his full-time commitments to the university, which are negotiated annually and must be consistent with the Handbook and applicable bylaws. The primary responsibility for assessing the value of compensated outside activities rests in the academic departments and their bylaws.
4. College and/or departmental bylaws may define the nature and allowable time commitments of appropriate compensated outside activities for a faculty member in the unit beyond these guidelines. Administrative officers such as deans or department heads who believe that a faculty member has engaged in compensated outside activities in a manner inconsistent with these guidelines or applicable bylaws, may initiate appropriate action. In such cases, a faculty member has the right to the appeals processes described in this Handbook.
5. These policy guidelines primarily concern long-term or continuing/recurring short-term arrangements between faculty members and clients. These guidelines do not apply to activities such as:

- a. Occasional, short-term activities (which are typically not compensated except for modest honoraria), which include but are not limited to, publication and/or editing of research/scholarship/creative activity, participation in symposia, accreditation visits, research paper presentations, professional licensing board examination questions, exhibitions, recitals, or extra-service pay.
 - b. Compensated activities conducted in the summer by faculty who serve in an academic-year appointment.
 - c. Faculty compensation through grants and contracts. See Fiscal Policies on Sponsored Projects, [FI0205](#) through [FI0235](#).
6. These guidelines shall be construed to be consistent with the university's policies regarding conflict of interest, ownership of commercial ventures, intellectual property, and provisions of this handbook regarding academic freedom.

Specific Guidelines

1. During the conduct of compensated outside activities, faculty members must not make any use of the name of The University of Tennessee or of any of its constituent institutions (e.g., campuses or institutes) for any purpose other than professional identification; nor may she/he claim any University or institutional responsibility for the conduct or outcome of such activities.
2. Should a faculty member wish to pursue compensated outside activities, the faculty member and her/his dean must agree about the faculty development benefits that will be gained by the planned activities, as part of the annual review process. If, after the review, a faculty member has an opportunity to pursue a new compensated outside activity or if any significant changes to an agreed plan from the last annual review occur, the faculty member must report the situation to her/his dean and develop a new or revised plan with the dean's concurrence.
3. Nine-month faculty members are expected to perform university-related activities for a nine-month academic year. Thus, nine-month faculty members should limit their total compensated outside services to no more than twenty percent (20%) over their total (100%) university effort during a given academic year, exclusive of non-academic year course schedules (summer session, mini-term, etc.) but including grants of released-time. The dean and chief academic officer may restrict compensated outside service effort to less than 20% (e.g., if a faculty member's performance of assigned university duties does not meet expectations, as found in the annual evaluation).
4. Nine-month faculty employed full-time on the university payroll during the summer months (e.g., summer school teaching, work on grants and contracts) must ensure that their annual compensated outside service activity is no more than 20% over their total (100%) university effort per academic year. For part-time summer employment, the limit of compensated outside services during the time of employment will be established by written agreement between the dean and the faculty member.
5. Twelve-month faculty and staff members are expected to perform university-related activities for a twelve-month period. Thus, faculty members on a twelve-month appointment are covered by the same University of Tennessee Personnel Policies and Procedures that apply to administrative or professional personnel of the university. However, to provide equitable treatment of nine-month and twelve-month faculty, the latter should normally limit their aggregated compensated outside services to no more than an

additional twenty percent (20%) over their total (100%) university effort – including accrued annual leave taken and grants of released time – during a given calendar year, upon approval of the department head and dean. The dean and chief academic officer may restrict a faculty member’s compensated outside service effort to less than 20% (e.g., if a faculty member’s performance of assigned university duties does not meet expectations, as found in the annual evaluation).

6. While conducting compensated outside activities, no unauthorized activity is permitted involving significant direct expense to UT or significant use of university facilities, equipment, or services unless procedures and fee schedules have been established. Faculty and staff wishing to use University resources to conduct compensated outside activities must have an official written UT agreement specifying the nature of work to be performed; the kind of equipment, supplies, material, or services to be used; the extent of the use; and the amount to be paid to the University. The amount may not be less than the University’s cost or a fair market value. A written agreement must be approved in advance by the appropriate dean, chief academic officer, and chief business officer.
7. Noncompliance with this policy for compensated outside activities may be considered as a negative factor during annual reviews, promotion and tenure decisions, salary determinations, and requests for released-time, and other institutional support (e.g., a faculty member’s compensated outside activities may be limited if his/her performance of assigned activities is less-than-meets-expectations). Serious and/or continuing noncompliance also may result in other sanctions (e.g., reduction in allowable compensated outside activities, salary reduction, restitution for cost of equipment, termination for adequate cause).
8. The Provost’s Office will provide deans with a template form to be used in conducting the discussion and agreement regarding outside compensated service described in Policy Requirement 2 above.

5.4 Professional Development Leave

Full-time tenured faculty members are eligible to apply for paid professional development leave if they have completed a minimum of six consecutive years of service in a full-time appointment immediately prior to the time the professional development leave is to begin. Professional development leave is granted in accordance with UT Policy [HR0335](#): Educational Leave.

5.4.1 Application and Approval

An eligible faculty member interested in applying for professional development leave should submit the Application for Professional Development Grant to his or her dean. The dean will review the application and will make a recommendation to the Faculty Development Committee. The Faculty Development Committee will review the application and make a recommendation to the Provost. The Provost will make the final decision on each application.

5.4.2 General Criteria for Awarding Leave

Professional development leave is awarded on the merits of a faculty member’s specific proposal for professional development. Further, granting of paid professional development leave is conditional based on available funds. The award is an investment by UTS in the expectation that the leave will enhance the faculty member’s ability to contribute to the objectives of UTS and to student development. The improvements sought during professional development leave should

benefit the work of the faculty member, department, college, and university. Only professional development leave proposals that meet this criterion will be accepted and approved by UTS. The purposes for which professional development leave may be granted include:

1. research on significant problems and issues;
2. important creative or descriptive work in any means of expression;
3. post-doctoral study at another institution; and
4. other approved projects, including innovations in teaching and learning.

5.4.3 Duration of Leave and Compensation

Paid professional development leave may be granted for either:

1. one-half the faculty member's annual appointment period at the faculty member's full base salary rate; or
2. the faculty member's full annual appointment period at one-half of the faculty member's full base salary rate.

Compensation is contingent upon the availability of funds and shall be paid monthly, unless approved otherwise.

5.4.4 Additional Compensation and Benefits

1. For the period of a faculty member's professional development leave, the faculty member normally will be permitted to accept only such grants, contracts, awards, fellowships, and other additional compensation as are given to support the approved professional leave project or are consistent with university policies. A fellowship, grant-in-aid, or government-sponsored exchange lectureship may be accepted for the period of the leave if acceptance will promote the purpose of the leave and is approved by the Provost.
2. Any compensation provided by the awarding agency to pay for travel, housing, board, books, etc., while away from UTS shall normally be retained by the faculty member to offset costs of living temporarily in another location (if applicable). It is the intent of UTS that faculty members receiving distinguished awards not be penalized for accepting them.
3. To the extent permitted by state law, all benefits available to the faculty member under normal service shall be available during professional leave.

5.4.5 Return to Work and Impact on Promotion

Upon completion of the professional development leave, the faculty member is expected to return to UTS for a period of no less than one year. Professional development leave will not affect the timeline for promotion.

6 ADVANCEMENTS IN RANK AND AWARDING OF TENURE

6.1 Faculty Rank

All full-time faculty appointments in the University carry one of four faculty ranks: instructor, assistant professor, associate professor, or professor. In addition, a faculty member may be awarded graduate faculty status, and a retired faculty member may be awarded emeritus status. The following criteria must be met either for an initial appointment to or for promotion to each rank. In addition to the minimum requirements listed below, all promotions in rank are based upon teaching performance, professional accomplishments, continuing efforts to improve knowledge and teaching and advising skills, and service to the University as described in section [6.2](#) of this handbook.

Exceptions to the requirements may include special certificates and/or work experience that uniquely qualify an individual to teach a particular subject or in a particular discipline. In such instances, a written justification will be developed and placed in the individual's permanent file.

The criteria are subject to any standards set by the Commission on Colleges of the Southern Association of Colleges and Schools and by the UT Board of Trustees.

It shall remain the prerogative of the Chancellor or Provost to hire needed personnel and waive the listed criteria.

6.1.1 Instructor

For faculty teaching college-level courses, the rank of instructor requires at least either (a) a master's degree in the teaching discipline or (b) a master's degree with at least 18 semester hours of graduate work in the teaching discipline.

6.1.2 Assistant Professor

The rank of assistant professor requires possession of the terminal degree appropriate to the teaching discipline. One hired for a tenure-track faculty appointment before receiving a terminal degree and at the rank of instructor may, upon completion of the terminal degree, be immediately eligible for promotion to assistant professor, in accordance with their appointment letter. In addition to the doctorate (Ph.D., Ed.D. and other generally recognized doctoral degrees), the University recognizes the following degrees as terminal degrees in specific fields: Master of Fine Arts, Master of Social Work, Juris Doctorate, Master of Library Science degree along with a second master's degree, and a Master of Business Administration degree with Certified Public Accountant certification that is maintained by continuous education.

6.1.3 Associate Professor

The rank of associate professor requires both (a) possession of the terminal degree appropriate to the teaching discipline and (b) at least five years of continuous employment as an assistant professor.

See section [6.1.2](#) in this handbook for a description of terminal degrees.

6.1.4 Professor

The rank of professor requires both (a) possession (for at least two years) of the terminal degree appropriate to the teaching discipline and (b) at least five years of continuous employment as an associate professor. See section [6.1.2](#) in this handbook for a description of terminal degrees.

6.1.5 Graduate Faculty Status

Graduate faculty status may be awarded to a faculty member who possesses a terminal degree appropriate to the teaching discipline; professional licensure or certification, if applicable; and the written endorsement of the relevant dean, director of the relevant graduate program, and Vice Provost. Graduate faculty must apply for this status and must demonstrate scholarly competence in the discipline. See section [6.1.2](#) of this handbook for a description of terminal degrees.

There are two types of graduate faculty status that a faculty member may apply for:

- Full membership in the graduate faculty is for tenured or tenure-track faculty in the program area. This is a renewable, five-year appointment type.
- Associate membership in the graduate faculty is for adjunct faculty, non-tenure-track faculty, or tenure-track faculty outside the program area. This is a renewable three-year appointment type.

6.1.6 Emeritus Status

Retiring faculty may be awarded emeritus status under the provisions of UT Policy [HR0102](#).

6.2 Policies on Advancement in Rank and Tenure

Academic rank and tenure are essential for maintaining a well-qualified and dedicated faculty. Therefore, the University of Tennessee and UT Southern have established the following policies governing the awarding of advancement in academic rank and tenure. Only tenure-track faculty members and librarians (as described in section [1.7.2.1](#) of this handbook) are eligible to be considered for advancement in rank and only tenure-track faculty members are eligible to be considered for tenure. For a definition of tenure, see section [5.1](#) of this handbook.

6.2.1 Board Criteria for the Awarding of Tenure

UT Policy [BT0006](#) (III) states that tenure is granted after a thorough review which establishes the likelihood that a faculty member's excellence in teaching, research, and service will contribute to the mission and needs of their academic unit over a considerable period of time.

6.2.2 Additional UT Southern Criteria for Determining Advancement in Academic Rank and the Awarding of Tenure

Criteria for determining academic rank and tenure include appropriate credentials, length of service, excellence in teaching or librarianship, appropriate accomplishments in scholarship and professional development, and effective involvement in university and professional service. The first two of these items, credentials and length of service, are detailed in section [6.1](#) of this handbook. The other three criteria are detailed below.

Tenure-track faculty on probationary status shall apply for tenure during the term indicated in the probationary appointment document. Tenure-track faculty and librarians may apply for promotion at such time as they have the appropriate credentials, have served the appropriate length of time, and believe they can demonstrate achievement of the other three criteria. The procedures for applying for tenure or promotion are detailed in section [6.2.3](#) of this handbook.

Teaching, Scholarship, and Service

Teaching, scholarship, and service are all integral parts of the academic profession. Candidates applying for promotion or tenure will be expected to demonstrate that they have met or exceeded the University's expectations in each of these three areas.

Teaching includes the four components of academic program planning and development, instruction, evaluation, and student academic mentoring. Effective teaching involves:

- Mastery of one's subject matter combined with the ability to convey knowledge and skills to students in a creative and cogent manner.
- The ability to stimulate students' intellectual development. Effective teaching should foster in students the processes of critical thinking and/or creativity, clarity of expression, mastery of subject matter, and enthusiasm for learning.
- The ability to employ best practices and diverse teaching methods and styles appropriate to delivery modality.

Scholarship includes not only original research and creative endeavors but also grant writing and other scholarly activities. Candidates for tenure and/or promotion and graduate faculty are expected to demonstrate scholarly competence in their subject matter area and to pursue professional development activities, such as participation in formal coursework, seminars, workshops, and other specialized training programs related to updating and extending one's knowledge within one's academic field, enhancing teaching effectiveness, and adding new areas of expertise to the existing programs of the University.

Service is the effective application by faculty members of knowledge, skills, or expertise developed within their discipline or profession as a scholar, teacher, administrator, or practitioner. A distinction is made between general civic responsibilities and the application of one's professional skills. It is the latter that delineates contributions in the area of service. Candidates are expected to apply their professional skills in service to the Department, College, the University, the candidate's profession, and the public, although candidates need not contribute equally to each type of service. University service is not voluntary; it consists of tasks assigned by one's supervisors.

6.2.3 Procedures for Applying for Tenure or Promotion

Applications for promotion and/or tenure follow a strict timeline and involve multiple steps, as detailed below. Before applying for promotion and/or tenure status, candidates must be confirmed as eligible to apply by the Provost. Candidates for tenure or promotion must meet all published submission deadlines. No late applications will be considered by the Promotion and Tenure Committees.

For consistency and accuracy in the review process, candidates must submit a standard application portfolio. This portfolio will guide and inform each stage of the review process. The portfolio should be a complete, accurate, cumulative, and concise portrait of the candidate's

professional growth and accomplishments that will demonstrate the candidate's achievement of the University's performance expectations. Candidates should consult the appropriate dean and the Provost regarding the preparation of the portfolio.

Each application portfolio should include an introductory section containing an executive summary, a current curriculum vitae, external evaluation letters (see section [6.2.3.1](#)), a peer/supervisor review of instruction (see section [6.2.3.2](#)), and a statement of teaching philosophy. Three sections follow that will demonstrate the candidate's achievement of the university's expectations for teaching effectiveness, for scholarship and continued professional development, and for service beyond teaching and mentoring. A concluding section will contain annual performance-and-planning reviews, copies of student evaluations of instruction, and course syllabi. At the discretion of the candidate, other materials may be included that help to demonstrate the candidate's achievement of the university's performance expectations.

The requirements for the application portfolio are the same for both tenure applications and promotion applications. However, the application procedures vary somewhat. The two application procedures and timelines follow.

6.2.3.1 External Review Letters

All tenure or promotion application portfolios must include at least two external review letters. The external reviewers should be qualified to evaluate the applicant's scholarship. Well in advance of the submission of the portfolio, 12 months is recommended, the candidate will prepare for the department head a list of potential external reviewers, along with a brief description of each potential reviewer's qualifications. The department head may suggest additional potential reviewers. The department head will then request the letters directly from the reviewers agreed upon by both the head and the applicant. If the applicant and department head are unable to agree upon reviewers, the dean will have the final decision. The letters should give an evaluation of the candidate's scholarship and should be requested early enough to be included in the candidate's application portfolio.

6.2.3.2 Peer Review of Teaching

All tenure or promotion application portfolios must include at least one formal review of the applicant's teaching performance. The review should be conducted by the applicant's department head or the head's designee, and it should be conducted during the academic year prior to the submission of the portfolio.

6.2.3.3 Procedures for Applying for Tenure

Step 1—Solicitation of External Review Letter (See section [6.2.3.1](#) above.)

Step 2—Consideration by Tenured Faculty

UT policy requires formal consultation with the tenured faculty of the department in which the candidate seeks tenure. In early Fall, therefore, the candidate will make his or her application portfolio available for review by the tenured faculty of the department in which the candidate seeks tenure. In the event the department has fewer than three tenured faculty eligible to serve, additional tenured faculty from within the department's college or the university may be added to the committee. The tenured faculty will meet to discuss the tenure candidacy and will then submit a written report to the department head. The report will include the manner in which a formal, anonymous vote of the tenured faculty is taken and recorded on whether the candidate should be

recommended for tenure. A simple majority of the tenured faculty will constitute a positive recommendation. The report of the tenured faculty is advisory to the department head.

Step 3—Consideration by the Department Head

The department head, after receiving the advisory report from the tenured faculty and making an independent judgment on the tenure candidacy, will submit his or her own report to the dean, including a written summary explanation of the judgment, with a copy provided to the tenure candidate at the same time. If the head's recommendation differs from the recommendation of the tenured faculty, the summary must explain the reasons for the differing judgment, and the head must provide a copy of the summary to the tenured faculty. The tenured faculty may forward a dissenting report to the Promotion and Tenure Committee.

Step 4—Consideration by the Promotion and Tenure Committee

The candidate's application portfolio, along with the department head's report, will be made available to the Promotion and Tenure Committee. The committee will meet to discuss the tenure candidacy and will then submit its written recommendation to dean. The committee's recommendation is advisory to the dean.

Step 5—Consideration by the College Dean

The dean, after receiving the advisory report from the Promotion and Tenure Committee and making an independent judgment on the tenure candidacy, will submit his or her own recommendation to the Provost with a written summary explanation of his or her judgment, with a copy provided to the tenure candidate at the same time.

Step 6—Consideration by the Provost

The Provost will make his or her independent judgment of the tenure candidacy and will then forward his or her recommendation and summary explanation for the recommendation to the Chancellor, with a copy provided to the tenure candidate at the same time.

Step 7—Chancellor's Recommendation

All tenure recommendations from the Provost, whether positive or negative, will be reviewed by the Chancellor. After making his or her own independent judgment on the tenure candidacy, the Chancellor will forward only positive recommendations, with a summary explanation for the recommendation, to the President, with a copy provided to the tenure candidate at the same time.

Step 8—President's Action or Recommendation

The President acts only on the Chancellor's positive recommendation for tenure. If the President concurs in the positive recommendation, he or she will grant tenure if he or she is authorized to do so, and the Chancellor will give the faculty member written notice of the effective date of tenure. If only the Board of Trustees is authorized to grant tenure, the President will submit the recommendation to grant tenure, and summary explanation for the recommendation, to the Board of Trustees. If the President does not concur in the positive recommendation of the Chancellor, the Chancellor will give the faculty member written notice that tenure will not be awarded.

Step 9—Action by the Board of Trustees when Required.

Only the Board of Trustees is authorized to grant tenure in certain cases specified in UT Policy [BT0006](#), III.B. In those cases, the Board of Trustees acts only on the President's positive recommendation for tenure. After positive action by the Board of Trustees to grant tenure, the President will give the faculty member written notice of the effective date of tenure.

6.2.3.4 *Procedures for Applying for Promotion*

Step 1—Solicitation of External Review Letters (See section [6.2.3.1](#) above.)

Step 2—Consideration by Tenured Faculty

By the published deadline, the candidate will make his or her application portfolio available for review by the tenured faculty of the department in which the candidate seeks promotion. In the event the department has less than three tenured faculty eligible to serve, additional tenured faculty from within the department's college or the university may be added to the committee. The tenured faculty will meet to discuss the promotion candidacy and will then submit a written report to the department head. The report will include the manner of taking and recording a formal anonymously cast vote of the tenured faculty on whether the candidate should be recommended for promotion. A simple majority of the tenured faculty will constitute a positive recommendation. The report of the tenured faculty is advisory to the department head.

Step 3—Consideration by the Department Head

The department head will make an independent judgment on the promotion candidacy and will submit his or her summary recommendation to the Promotion and Tenure Committee. The report of the department head is advisory to the Promotion and Tenure Committee.

Step 4—Consideration by the Promotion and Tenure Committee

The candidate's application portfolio, along with the department head's report, will be made available to the Promotion and Tenure Committee. After review of the portfolio and the department head's report, the Committee will meet to discuss and vote on the promotion candidacy. A simple majority will constitute a positive recommendation. The committee will then submit its written recommendation to the dean. The committee's recommendation is advisory to the dean.

Step 5—Consideration by the College Dean

The dean will make his or her independent judgment of the promotion candidacy and will then forward his or her recommendation and summary explanation for the recommendation to the Provost.

Step 6—Consideration by the Provost

The Provost will make his or her independent judgment of the promotion candidacy and will then forward his or her recommendation and summary explanation for the recommendation to the Chancellor.

Step 7—Chancellor's Decision

All promotion recommendations from the Provost, whether positive or negative, will be reviewed by the Chancellor. After making his or her own independent judgment on the promotion candidacy, the Chancellor will give the faculty member written notice of the decision.

7 FACULTY EVALUATION

All faculty members, both full-time and part-time, both tenured and untenured, undergo regular evaluation to ensure that they meet or exceed the University's performance expectations.

NOTE: The procedures for appealing a faculty evaluation are explained in section [7.2.1](#) of this handbook.

7.1 Evaluation of Non-Tenured Full-Time Faculty

Non-tenured full-time teaching faculty (tenure-track, visiting, and non-tenure-track) undergo annual review. In addition to such annual review, tenure-track faculty on probationary appointments undergo Enhanced Tenure-Track Review (see section [7.1.1](#) of this handbook).

Teaching, scholarship, and service are all integral parts of the academic profession. Tenure-track faculty members are expected to demonstrate during annual reviews--as well as when being considered for promotion, tenure, or post-tenure review--that they have met or exceeded the University's expectations in each of these three areas. Non-tenure-track faculty are expected to demonstrate that they have met or exceeded the University's expectations in teaching and service. These expectations are described on the Annual Self-Evaluation and Faculty Development Plan form and in Section [1.8](#).

The annual review process consists of the following elements:

- For each class taught a student evaluation of instruction will be administered.
- Each fall, the faculty member will submit an Annual Self-Evaluation form to the department head.
- In response, the department head will prepare a Faculty Evaluation form.
- The faculty member will then meet with the department head to review the evaluation and discuss performance.

Additionally, the review process for first-year faculty members will include a formal observation of the faculty member's teaching performance conducted by the department head or the head's designee. Note: The application portfolios for both tenure and promotion should include recent formal observations of instruction conducted by the relevant department head or the head's designee. (See section [6.2.3.2](#) of this handbook.)

The annual review process both mirrors and dovetails with the review process for promotion, tenure, and post-tenure. The student evaluations of instruction, the Annual Self-Evaluation form, and the Faculty Evaluation form will comprise an integral part of the faculty member's portfolio application for promotion, tenure, or post-tenure review. (See section [6.2.3](#) of this handbook.)

This annual review will be a key element in any merit pay or performance-based salary adjustments. This review employs the following four-point performance rating scale for evaluating faculty members:

Exceeds Expectations for Rank - eligible for significant merit pay or performance-based salary adjustment that is consistent with campus, college, and department fiscal situations

Meets Expectations for Rank - eligible for minimum merit pay or performance-based salary adjustment that is consistent with campus, college, and department fiscal situations

Needs Improvement for Rank - not eligible for merit pay or performance-based salary adjustment and may require an Annual Review Improvement Plan, and

Unsatisfactory for Rank - not eligible for any salary adjustment and requires an Annual Review Improvement Plan.

7.1.1 Enhanced Tenure-Track Review (ETTR) for Tenure-Track Appointments

According to UT Policy [BT0006](#) (III.E.5), each tenure-track faculty member shall be subject to an enhanced tenure-track review (ETTR) to assess and inform them of their progress toward a grant of tenure. This review is typically conducted by the department faculty and department head in the third or fourth year of the faculty member's probationary period.

A favorable evaluation through ETTR does not commit the faculty, the department, nor the college to a subsequent recommendation for the grant of tenure. Any appeal regarding ETTR shall follow the procedures for an appeal of APPR.

7.1.2 Additional UT Southern Requirements for Enhanced Tenure-Track Review (ETTR)

This review will occur during the third or fourth year of probation (unless an extension has been granted in accordance with UT Policy [BT0006](#)) for a tenure-track faculty member and for that year will replace the Annual Self-Evaluation. The review is intended to be comprehensive and should cover all of the faculty member's probationary years through the July preceding the date of review. This review reflects the criteria for the evaluation of faculty performance and for promotion and tenure, as detailed in section [6.2](#) of the Faculty Handbook. These expectations are described on the Enhanced Tenure-Track Review form and in Section [1.8](#).

The ETTR consists of the following elements:

- In early Fall, the faculty member will submit the Enhanced Tenure-Track Review form to the department head for distribution to the tenured faculty members in the department.
- The tenured department faculty will confer regarding the faculty member's performance and will then submit a written report to the department head. The report will include a list of the participating tenured faculty members; suggestions for enhancing the faculty member's progress toward the grant of tenure; the majority and minority report, if applicable; and the summary anonymous vote on whether the faculty member is progressing satisfactorily toward the grant of tenure.
- The department head will compile his or her own written assessment of the faculty member's progress and will share that assessment, along with the tenured faculty's assessment, with the faculty member. The department head will forward both assessments to the dean.
- The dean will compile his or her own written assessment of the faculty member's progress and will share that assessment with the faculty member. The dean will forward the assessments to the Provost.
- The Provost and dean will then meet with the faculty member to review the assessments and to discuss the faculty member's progress toward the grant of tenure.

7.2 Evaluation of Tenured Full-Time Faculty

According to UT Policy [BT0006](#), the University systematically evaluates all faculty members, including tenured faculty:

The University is committed to the evaluation of all faculty members as a means of strengthening the principle of tenure. To that end, the University conducts the types of performance reviews described in this Section I. Performance reviews focus on the faculty member's contributions to the University's missions through teaching, research (including scholarly and artistic work), service, and clinical care.

Competent teaching is a crucial responsibility for faculty members, and the effective use of appropriate instructional evaluation (including departmental files of class syllabi and related materials, student, and peer evaluation, etc.) is important to all objective review processes. Faculty members with research/creative arts responsibilities should have the quantity and quality of their work fairly assessed. Each faculty member's service contributions should be evaluated impartially.

7.2.1 Annual Performance-and-Planning Review

Each tenured faculty member will undergo a formal Annual Performance-and-Planning Review based on the Annual Self-Evaluation form and the Faculty Responsibility in Teaching described in Section [1.8](#).

The annual review process consists of the following elements:

- For each class taught a student evaluation of instruction will be administered.
- Each fall the faculty member will submit an Annual Self-Evaluation form to the department head.
- In response the department head will prepare a Faculty Evaluation form.
- The faculty member will then meet with the department head to review the evaluation and discuss performance.

This annual review will be a key element in any merit pay or performance- based salary adjustments. This review employs the following four-point performance rating scale for evaluating tenured faculty members:

Exceeds Expectations for Rank—eligible for significant merit pay or performance-based salary adjustment that is consistent with campus, college, and department fiscal situations

Meets Expectations for Rank –eligible for minimum merit pay or performance-based salary adjustment that is consistent with campus, college, and department fiscal situations

Needs Improvement for Rank –not eligible for merit pay or performance-based salary adjustment and may require an Annual Review Improvement Plan (see below), and

Unsatisfactory for Rank –not eligible for any salary adjustment and requires an Enhanced Post-Tenure Performance Review (see below).

Annual Review Improvement Plan: Within 30 calendar days of the annual review, any faculty member with an overall performance rating of Needs Improvement for Rank must collaborate with the dean on an Annual Review Improvement Plan to be reviewed by the dean and recommended by

him/her to the Provost for review and approval/denial. The next year's annual review must include a progress report that clearly describes improvements in any area(s) for which improvement was required. This Annual Review Improvement Plan process is inapplicable if the faculty member's performance rating has triggered Enhanced Post-Tenure Performance Review (see section [7.2.3](#) of this handbook).

Appeal Process: A faculty member may appeal his or her annual review rating to the Faculty Appeals Committee. The written petition must be submitted within 10 business days of the review date. The Appeals Committee will review relevant documents and, if it wishes, interview principals.

The Appeals Committee will report its findings to the Provost. The Appeals Committee may recommend reconsideration. If it does so, the Provost will submit the Committee's report, along with his or her own recommendation, to the Chancellor, who will either confirm the original evaluation or accept the proposed reconsideration. The Chancellor's decision is final.

The faculty member will receive notification from the Chancellor or Provost that the appeal has been approved or denied.

7.2.2 Periodic Post-Tenure Performance Review (PPPR)

The Board of Trustees recognizes and affirms both the importance of tenure and its own fiduciary responsibility to students, parents, and all citizens of Tennessee to ensure that faculty members effectively serve the needs of students and the University throughout their careers. Accordingly, UT Policy ([BT0006](#)) requires a comprehensive performance review of every tenured faculty member at least every six years. UT Southern conducts such post-tenure performance reviews according to the following procedures.

7.2.2.1 Post-Tenure Review ("PTR") Period

Except as otherwise provided in these procedures, each tenured faculty member must undergo some form of comprehensive performance review no less often than every six years. The PTR shall not substitute for the Annual Performance and Planning Review in the year a faculty member is scheduled for PTR.

The chief academic officer shall develop an initial plan for staggering post-tenure reviews to avoid excessive administrative burden at any given time. The initial staggering plan may be revised if later developments require changes to avoid excessive administrative burden. The post-tenure review period begins at the granting of tenure, and, except as otherwise provided by the staggering plan, a faculty member's PTR will occur no less often than every six years thereafter unless one of the following circumstances results in a different timetable:

- Suspension of post-tenure review period – A faculty member's post-tenure review period is suspended during any year in which the faculty member is granted a leave of absence or a modified duties assignment.
- Restarting of post-tenure review period due to alternative comprehensive review – A comprehensive review of a faculty member's performance restarts the faculty member's PTR period under the following circumstances:
 - If a tenured faculty member undergoes a successful promotion review or a promotion is in progress during the year scheduled for PTR, the promotion review fulfills the PTR

requirement and the PTR period is modified to require PTR six years after the promotion review.

- If a tenured faculty member undergoes an Enhanced Post-Tenure Performance Review (EPPR) (generally triggered by annual performance review rating(s)) and is either rated as meeting expectations or successfully completes the terms of the EPPR improvement plan, the EPPR process fulfills the PTR requirement and the PTR cycle is modified to begin with the date of the EPPR committee's report.
- Start of the PTR period upon conclusion of an administrative appointment – Full time administrators and faculty members with a majority administrative appointment (more than 50%) are not subject to PTR; faculty members holding a less than majority administrative appointment (50% or less) are subject to PTR regarding their faculty duties based on expectations consistent with their faculty duty allocation. When a full-time or majority-time administrator leaves his or her administrative position to assume a tenured faculty position, the faculty member's initial PTR shall occur within six years after leaving the administrative post.
- A faculty member's scheduled PTR may be waived if the faculty member submits a written and binding commitment to retire no later than one year after the year in which the PTR was scheduled.
- A faculty member's scheduled PTR may be otherwise deferred or modified only for good cause approved by the chief academic officer.

7.2.2.2 Annual Schedule for Post-Tenure Review

All post-tenure reviews will be conducted and completed according to the following schedule:

- The chief academic officer shall appoint the PTR Committee as set forth in [7.2.2.3](#) below no later than the beginning of the academic year of review.
- The PTR Committee shall be provided with the materials required by [7.2.2.4](#) below no later than December 1.
- The PTR Committee shall submit its report required by [7.2.2.6](#) below no later than January 30.

7.2.2.3 Appointment and Composition of Post-Tenure Review Committee

All post-tenure reviews must be conducted by a committee established for the sole purpose of post-tenure review. The PTR Committee shall include three members appointed by the chief academic officer. To ensure that no committee member has an actual or apparent conflict of interest with any faculty member under review, the chief academic officer shall, if necessary, appoint an alternate committee member. The composition of the PTR Committee must meet the following requirements:

- Each PTR Committee member must be a tenured full-time faculty member who is at the same or higher academic rank, and whose locus of tenure is at the same campus, as the faculty member being reviewed.
- One, and only one, PTR Committee member must hold an appointment in the same department as the faculty member being reviewed, unless there is no such faculty member eligible to serve; provided that no other PTR Committee members may hold an appointment in the same department.

The chief academic officer, working with the University of Tennessee Office of Academic Affairs, Research, and Student Success, will provide instructions, guidelines, and best practices to members of PTR Committees.

7.2.2.4 Materials to be Reviewed by Post-Tenure Review Committee

The PTR Committee must review (1) annual review materials (including the Annual Self-Evaluations, the Faculty Evaluations, the student evaluations of instruction, and any peer evaluations of teaching) for each year since the last review; (2) the faculty member's current CV; a narrative, not to exceed two pages, prepared by the faculty member describing the faculty member's milestone achievements and accomplishments since the last review as well as goals for the next review period; and (if there has been a previous PTR) a copy of the narrative submitted as a part of the faculty member's previous PTR (each to be supplied by the faculty member); and (3) external reviews when deemed necessary by the PTR Committee or when deemed necessary by the chief academic officer.

7.2.2.5 Criteria for Post-Tenure Review

The post-tenure review process should ensure the faculty member has demonstrated continued professional growth and productivity in the areas of teaching, research (including scholarly, creative and artistic work), service, and/or clinical care pertinent to his or her faculty responsibilities. The criteria for assessing the faculty member's performance must be consistent with established expectations of the department, college, and campus and provide sufficient flexibility to consider changes in academic responsibilities and/or expectations. The expectations for faculty performance may differ by campus, college, department, and even among sub-disciplines within a department or program. Those expectations may be commonly-held standards in the discipline or sub-discipline. Those expectations may be stated explicitly in the faculty member's own past annual performance reviews, work assignments, goals or other planning tools (however identified), as well as department or college bylaws, the campus faculty handbook, this policy, and in other generally-applicable policies and procedures (for example, fiscal, human resources, safety, research, or information technology policies and procedures).

7.2.2.6 Post-Tenure Review Committee's Conclusions and Report

The PTR Committee is charged to review the faculty member's performance during the review period and to conclude whether the faculty member's performance satisfies the expectations for the faculty member's discipline and academic rank. All conclusions and recommendations shall be adopted upon the vote of a simple majority of the PTR Committee. No member of the PTR Committee may abstain or recuse himself or herself from voting. Based on the judgment of its members, the PTR Committee must conclude either:

- That the faculty member's performance satisfies the expectations for the faculty member's discipline and academic rank; or
- That the faculty member's performance does not satisfy the expectations for the faculty member's discipline and academic rank.

The committee must report its conclusions and recommendations in writing, including (1) an enumeration of the vote, (2) the supporting reasons for its conclusion, (3) a dissenting explanation for any conclusion that is not adopted unanimously, (4) an identification of any incongruences observed between the faculty member's performance and his or her annual evaluations, (5) a

statement of any additional concerns identified or actions recommended, and (6) if applicable, an identification of areas of extraordinary contribution and/or performance.

The detailed PTR Committee report shall be provided to the faculty member, department head, dean, and chief academic officer.

Faculty members and department heads must have the opportunity to provide a written response to the PTR Committee report. The dean shall either accept or reject the PTR Committee's determination that the faculty member's performance satisfies or does not satisfy the expectations for the faculty member's discipline and academic rank. The chief academic officer and the Chancellor shall indicate whether or not they concur in the dean's determination. If the PTR Committee report is not unanimous, the dean shall provide the supporting reasons for his or her determination. If the dean, the chief academic officer or the Chancellor do not concur in a determination, then he or she shall provide the supporting reasons for the non-concurrence. The dean's determination, the chief academic officer's and Chancellor's concurrences, and any written responses of the faculty member and department head will be maintained with the PTR Committee report in the chief academic officer's office and submitted electronically to the University of Tennessee Office of Academic Affairs, Research, and Student Success.

7.2.2.7 Appeal

Within thirty days of receipt of the PTR Committee report, the faculty member may appeal any conclusion with which the faculty member disagrees. The procedure for appeal is described in Section [5.2](#) of this handbook, except that a final decision on the appeal shall be made within ninety (90) days of the faculty member's appeal, and the final decision of the Chancellor on an appeal shall not be appealable to the President.

7.2.2.8 Further Actions

If the PTR Committee concludes that the faculty member's performance has not satisfied the expectations for the faculty member's discipline and rank, a PTR improvement plan must be developed using the same procedures used for the development of an EPPR improvement plan as detailed in Board Policy [BT0006](#) Appendix E.

If the chief academic officer concludes that deficiencies exist in the departmental annual performance review process (including failure of department heads/chairs to conduct rigorous annual performance reviews) or other incongruences are observed between the PTR performance review and rankings assigned through the annual performance review process, the chief academic officer must develop a process for addressing the issues.

7.2.2.9 Annual Report to the Board of Trustees

The chief academic officer shall prepare an annual assessment report of campus post-tenure review processes, procedures and outcomes for submission by the Chancellor to the Board of Trustees, through the President, no later than June 1 of each year. The report shall include a description of any deficiencies identified in departmental annual performance review processes and the plan for addressing the issues.

7.2.3 Enhanced Post-Tenure Performance Review (EPPR)

The evaluation of tenured faculty may require an Enhanced Post-Tenure Performance Review, as described in UT Policy [\(BT0006, I.3\)](#):

An Enhanced Post-Tenure Performance Review (EPPR) is an expanded and in-depth performance evaluation conducted by a committee of tenured peers and administered by the chief academic officer. Procedures for conducting an EPPR are detailed in Appendix E [of [BT0006](#)].

This policy recognizes that the work of a faculty member is not neatly separated into academic or calendar years. To ensure that performance is evaluated in the context of ongoing work, the period of performance subject to enhanced review is the five most recent annual performance review cycles. Each campus administration must collect and maintain sufficient data regarding annual performance reviews to implement this policy effectively.

An Enhanced Post-Tenure Performance Review must be initiated when the chief academic officer determines that a faculty member has:

- requested an EPPR, after at least four annual performance review cycles since the last enhanced review (such as a previous EPPR or a review in connection with tenure or promotion);
- received one overall annual performance rating of “Unsatisfactory” (or the campus equivalent for the lowest performance rating); or
- received two overall annual performance ratings of “Needs Improvement” (or the campus equivalent for the next-to-lowest performance rating) during any four consecutive annual performance review cycles.

a. Administration of the EPPR by the Chief Academic Officer

The EPPR process will be administered under the direction and oversight of the chief academic officer. As with any performance evaluation, the chief academic officer may overrule a performance rating assigned by a department head or dean during the annual review process. This practice ensures that when an EPPR process is activated by one or more negative performance ratings (III.I.3. above), the chief academic officer is aware of existing concerns.

The task of administering the EPPR requires implementation of this policy and the procedures detailed in Appendix E, as well as any additional steps the chief academic officer finds necessary to comply with the policy objectives. For example, the chief academic officer may be required to adapt the implementation of this policy to satisfy legal requirements (such as limitations on disclosure of student information) or respond to unexpected events (such as replacement of a committee member who becomes unable to serve).

b. Peer Review Committee’s Charge

The peer review committee is charged to review the information relevant to the faculty member’s performance during the review period and to conclude whether or not that performance has satisfied the expectations for the faculty member’s discipline and academic rank. As detailed in Appendix E, the expectations for faculty performance may differ by campus, college, department, and even among sub-disciplines within a department or program. Those expectations may be commonly-held standards in the discipline or sub-discipline. Those expectations may be stated explicitly in the faculty member’s own past annual performance reviews, work assignments, goals or other

planning tools (however identified), as well as department or college bylaws, the campus faculty handbook, this policy, and in other generally-applicable policies and procedures (for example, fiscal, human resources, safety, research, or information technology policies and procedures). The peer review committee must reach a conclusion as to whether or not the performance has satisfied the expectations for the faculty member's discipline and academic rank. If the peer review committee concludes that the faculty member's performance has not met the expectations for the discipline and academic rank, the committee must also recommend either that an EPPR improvement plan be developed as detailed in Appendix E, or that tenure be terminated for Adequate Cause under III.J. below and Appendix B. The committee must report its conclusions and recommendations in writing, including an explanation for each conclusion or recommendation, and enumerating the anonymously cast vote and dissenting explanation for any conclusion or recommendation that is not adopted unanimously. The faculty member must have an opportunity to review and respond to the committee's report. All written conclusions, reasoning upon which they are based, and recommendations of the peer review committee must be reviewed and considered by the chief academic officer and the Chancellor.

c. Review and Action by the Chancellor

The Chancellor may accept the peer review committee's conclusions and recommendations or make different conclusions in a written explanation provided to the faculty member with copies to the chief academic officer, dean, department head, and members of the peer review committee. Based on those conclusions, the Chancellor may take further action as deemed appropriate, including (without limitation) actions described in this policy, in the applicable faculty handbook, or in any other policy and procedures generally applicable to faculty. If the Chancellor concludes (based on the recommendation of a peer review committee or based on independent review of the EPPR materials) that an EPPR improvement plan is warranted, the Chancellor will promptly direct the chief academic officer to oversee development of the plan (Appendix E).

d. Final Review and Action Following Any EPPR Improvement Plan

If an EPPR improvement plan is implemented, the peer review committee must reconvene to review performance under the plan and to decide whether or not performance under the plan satisfies the expectations for the faculty member's discipline and academic rank. The committee must report its conclusions and recommendations in writing, as described in Appendix E. The chief academic officer and the Chancellor must review all conclusions and recommendations of the peer review committee. The Chancellor may: accept the committee's conclusions and recommendations; provide a written explanation of different conclusions to the faculty member with copies to the chief academic officer, dean, department head, and members of the peer review committee; or take further action deemed appropriate, including (without limitation) actions described in this policy, in the applicable faculty handbook, or any other policy and procedures generally applicable to faculty.

7.2.4 Campus Coordination of the APPR and EPPR Review Processes

UT Policy ([BT0006](#), III,I,4) requires each campus to coordinate the Annual Performance-and-Planning Review (APPR) process with any ongoing Enhanced Post-Tenure Reviews in such a way as to ensure that faculty members undergoing EPPR still receive an annual overall performance rating to be considered for annual salary adjustments (including across-the-board and other raises). At UT Southern the peer review committee of any faculty member undergoing Enhanced Post-Tenure Performance Review will, as necessary, recommend to the Provost a rating using the four-point performance rating scale described in section [7.2.1](#) of this handbook.

7.2.5 Comprehensive Performance Review Based on Findings of an Academic Program Review

Under UT Board Policy ([BT0006](#)), the President may recommend to the Board of Trustees procedures under which the campus administration will conduct comprehensive performance reviews of tenured and non-tenured faculty in the program.

See also section [1.6](#) of this handbook.

7.3 Evaluation of Graduate Faculty

Full-time faculty with graduate faculty status will undergo annual evaluation as described in sections [7.1](#) of this handbook (for non-tenured faculty) and [7.2](#) (for tenured faculty). Graduate faculty status comes with the ongoing requirement to demonstrate scholarly competence in one's discipline. Adjunct faculty with graduate faculty status will undergo annual evaluation as described in section [7.4](#) of this handbook, with additional review by the department head, the director of the graduate program, and the dean.

7.4 Evaluation of Part-Time (Adjunct) Faculty

Part-time (adjunct) faculty members are expected to meet or exceed the University's teaching performance expectations. These expectations are described in the Annual Self-Evaluation form and in Section [1.8](#).

The annual review process for part-time (adjunct) faculty consists of the following elements:

- For each course taught, a student evaluation of instruction will be administered.
- During the initial term, annually for recurring faculty, the program coordinator will formally observe the faculty member's teaching.
- At term's end, annually for recurring instructors, the faculty member will meet with the program coordinator to review the student evaluations and the classroom observation and to discuss performance.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Tenure Recommendations Requiring Board**

Type: Action

Background Information

Under the Board's tenure policy, the President has authority to grant tenure to faculty members except in the following cases:

- Officers of the University (as defined by the Bylaws of the Board) who concurrently hold a faculty appointment;
- Any faculty member who is to be granted tenure upon initial appointment without serving a probationary period at a University campus;
- Any faculty member to be tenured after serving less than a six-year probationary period; and
- Any faculty member to be granted tenure in connection with the combination, merger, or consolidation of the University with, or the acquisition by the University of substantially all of the assets of, another institution of higher education.

Information pertaining to those faculty members being recommended for Grant of Tenure upon Initial Appointment and Grant of Tenure upon Early Consideration follows this summary.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026

Committee: Education, Research, and Service

Item: **Grant of Tenure upon Initial Appointment**

Type: Action

Background Information

President Boyd and the Chancellor for the respective campus are recommending that tenure be granted to individuals upon their initial appointment to a faculty position. Each nominated individual satisfies the following requirements to be considered for tenure upon initial appointment:

- (1) The tenure candidates were tenured at the institution from which they were recruited and could not have been successfully recruited without being considered for tenure upon initial appointment; and
- (2) All the required tenure review and recommendation procedures were followed by the campuses; candidates received a positive recommendation for tenure at every level of review.

Information on the candidates is provided in Attachments 1 and 2.

Resolved:

The Board of Trustees hereby grants tenure upon initial appointment to the individuals presented in the meeting materials and listed on Attachment 1, which shall be attached to this Resolution after adoption.

June 2026 Tenure upon Initial Appointment

UTK			
Last Name	First Name	College	Department
Alshareef	Husam	Herbert College of Agriculture	Biosystems Engineering and Soil Sciences
Carpenter	Christopher	Communication & Information	School of Communication Studies
Chancellor	Charles	Institute for Agriculture	School of Natural Resources
Eck	Christopher	Herbert College of Agriculture	Agricultural Leadership, Education and Communications
Frey	Terrell Kody	Communication & Information	School of Communication Studies
Jariwala	Deep	Tickle College of Engineering	Materials Science & Engineering
Miller	Trey	Education, Health, and Human Sciences	Educational Leadership & Policy Studies
Stazyk	Edmund	Baker School of Public Policy & Public Affairs	
Varga	Csaba	Veterinary Medicine	Biomedical and Diagnostic Sciences
UTM			
Last Name	First Name	College	Department
Bice	Matthew	Education, Health, and Behavioral Science	Kinesiology
Couch	Laurie	Education, Health, and Behavioral Science	Psychology

June 2026 Grant of Tenure upon Initial Appointment Candidate Summaries

UTK

Chancellor Donde Plowman has recommended to President Boyd that tenure be granted to the following individuals upon their initial appointment to a faculty position at UT Knoxville:

Dr. Husam Alshareef has been appointed as Associate Professor and Director of the Construction Science and Management program in the Department of Biosystems Engineering and Soil Science (BESS) within the University of Tennessee Institute of Agriculture (UTIA). He previously served as an Associate Professor with tenure at Colorado State University–Pueblo and brings extensive academic and professional experience to his new role at UTIA. An exceptionally capable instructor, Dr. Alshareef has shouldered a heavy undergraduate teaching load which spans multiple modalities, including online and face-to-face, and his evaluations speak to the quality and consistency of that work. His scholarship includes peer-reviewed articles, books, and book chapters which demonstrate integration of construction management practice, sustainability, and workforce development. Notably, he is the PI on a National Science Foundation grant supporting workforce development in mass timber construction. Finally, he has a stellar service record, including his work as the director of a successful construction management and construction science and management programs, driving enrollment growth and curricular innovation. Dr. Alshareef’s record meets and, in some areas, exceeds the standards for tenure in BESS and UTIA.

Dr. Christopher Carpenter has been appointed as Associate Professor in the School of Communication Studies, College of Communication and Information at the University of Tennessee, Knoxville. Previously he served as a Professor, with tenure, at Western Illinois University. As a scholar of social media, social influence, and technology-mediated communication, Dr. Carpenter has established a significant research profile, strong teaching record, and reputation for service and leadership in his discipline which exceed the standards for tenure at rank within the college and school. Within his field, he is recognized through his body of work across scores of peer-reviewed journal publications, over a dozen book chapters, and as the co-developer of the mediated skewed diffusion of issues information (MSDII) theory which attempts to explain polarization and information sharing across social media. He has a substantial record of excellence in teaching across the discipline, at the undergraduate and graduate levels, from general introductory courses up through advanced seminars. Finally, Dr. Carpenter has served both his institutions and his discipline through numerous committee and committee chair assignments (including for national and international associations) and journal editorships.

Dr. Charles Chancellor has been appointed as Associate Professor in the School of Natural Resources within the University of Tennessee Institute of Agriculture. He previously held an appointment as Associate Professor with tenure at Clemson University. Dr. Chancellor is an esteemed and accomplished teacher and mentor, with a record of excellence covering nearly three dozen courses across the graduate and undergraduate curricula at multiple universities. He has delivered high quality courses in multiple modalities, developed new courses, and enhanced existing ones. As a scholar focused on outdoor recreation, community development, and sustainable tourism, Dr. Chancellor has published over 40 peer-reviewed articles and made scores of conference presentations, across a career in which he has attracted over \$3.8 million in external funding, including from the Centers for Disease Control and Prevention. His applied

June 2026 Grant of Tenure upon Initial Appointment

Candidate Summaries

research and outreach serves the Extension responsibilities in his appointment, and the translation of research into practice directly addresses the UT mission to serve the interests of the state and its people.

Dr. Christopher Eck has been appointed as Associate Professor in the Department of Agricultural Leadership, Education and Communications within the University of Tennessee Institute of Agriculture. He previously served as a tenured Associate Professor at Oklahoma State University. His scholarship focuses on school-based agricultural education, developing sound methodological approaches that lead to validation when deployed in the field, and which have relevance in broader educational contexts. With a record of 50 peer-reviewed publications and a demonstrated ability to attract external funding, such as USDA and CASE grants, Dr. Eck has exceeded the expectations for tenure in the area of research. He also has an extensive teaching portfolio covering undergraduate and graduate courses as well as curriculum development. As a scholar of pedagogy, Dr. Eck has integrated innovative methods into his instruction and supervised future teachers. He also has a record of service which includes advancing agricultural education at the local, national, and international levels through outreach workshops and invited presentations.

Dr. Terrell Kody Frey has been appointed as Associate Professor and Public Speaking Course Director in the School of Communications Studies, College of Communication and Information at the University of Tennessee, Knoxville. Prior to joining UTK, Dr. Frey served as an Associate Professor, with tenure, at the University of Kentucky. His record of research, teaching, and service exceeds the expectations for tenure within the school and the college. As a scholar, Dr. Frey has nearly two dozen peer-reviewed articles, some in the flagship journal for his discipline, along with a dozen book chapters. He is an award-winning teacher with a record of strong, positive evaluations from his students across the undergraduate and graduate spectrum, including in-person and online modalities. Further, Dr. Frey has provided service at all levels – department, college, university, and discipline – including in leadership roles and therefore is already manifesting aspects of the key role he is taking over the communication courses which educate thousands of students each year at UTK.

Dr. Deep Jariwala has been appointed as Governor's Chair in Quantum Devices and Professor in the Department of Materials Science and Engineering, Tickle College of Engineering at the University of Tennessee, Knoxville and jointly with Oak Ridge National Lab. He previously was appointed as an Associate Professor with tenure at the University of Pennsylvania. Dr. Jariwala is a leading figure in quantum materials, low-dimensional semiconductors, exciton-polaritonic physics, and ferroelectric nanoelectronics, and his recent work has pushed the boundaries of the field of quantum optics. With over 200 peer-reviewed publications and over \$6 million in external grants, his accomplishments in research exceed the expectations for tenure in the department and the college. As a teacher, Dr. Jariwala has received awards for inspiring undergraduates in their pursuit of knowledge while teaching both undergraduate and graduate courses in his discipline. His mentorship of undergraduate and graduate students, as well as post-graduate researchers, ensures that he is preparing the next generation of quantum materials researchers. From organizing international conferences to editorial work to grant

June 2026 Grant of Tenure upon Initial Appointment

Candidate Summaries

proposal reviews for agencies like the NSF, Dr. Jariwala's record of service demonstrates further the global impact of his career.

Dr. Trey Miller has been appointed as Associate Professor of Education Policy and as the Provost's Endowed Professor of Excellence in the Department of Leadership and Policy Studies, College of Educational, Health, and Human Sciences at the University of Tennessee, Knoxville. He previously held a tenured appointment at the University of Texas, Dallas as an Associate Professor. As a prolific scholar in postsecondary and career and technical education policy covering the many pathways into and through higher education, Dr. Miller has published over 16 peer-reviewed articles, with several appearing in leading disciplinary journals. Building on that work, he has led or co-led projects for which he has attracted \$17 million in external funding. In the area of teaching, Dr. Miller has a record which easily meets the standard for tenure, with success across both the undergraduate and graduate level covering courses in microeconomics, economics of education, and industrial organization. Further, he has exceeded departmental expectations for service, including his record as director of the Texas Schools Project, as a member of editorial boards, and as convener of scholarly conferences.

Dr. Edmund Stazyk has been appointed as Professor and Associate Dean in the Howard H. Baker, Jr. School of Public Policy and Public Affairs at the University of Tennessee, Knoxville. Prior to his appointment at UTK, he served as a Professor, with tenure, at the University of Albany. Dr. Stazyk has established a sustained and extensive body of work in the areas of organization theory and public policy, with recent work breaking ground in public service motivation and the role of values in public administration. Qualitatively and quantitatively, his work has the reach and stature that easily meets the standard for tenure within the Baker School. As a teacher and mentor, Dr. Stazyk has been active across the undergraduate and graduate curriculum, including serving as the chair for doctoral students and guiding independent studies for undergraduate students. Further, his record of service and administration are exceptional, with leadership as a department chair covering strategic planning, new program development, and accreditation. Across all areas of performance, Dr. Stazyk has met, and often exceeded, expectations for tenure.

Dr. Csaba Varga has been appointed as Associate Professor in the Department of Biomedical and Diagnostic Sciences, UT College of Veterinary Medicine (UTCVM) within the University of Tennessee Institute of Agriculture (UTIA). As a veterinary epidemiologist, his research centers on antimicrobial resistance, spatial epidemiology, and infectious disease dynamics at the intersection of human and animal health. During his faculty career his research output has generated over 60 peer-reviewed articles and attracted over \$1 million in external funding from agencies such as the USDA and NSF. Further Dr. Varga has demonstrated excellence in the classroom and as primary advisor to several PhD students, exceeding the expectations for the UTCVM and department. With editorial duties on multiple journals and his extensive involvement in the peer-review of other researchers' manuscripts work prior to publication, Dr. Varga's service is shaping the future of his field. Across all areas, his record exceeds the expectations for tenure.

June 2026 Grant of Tenure upon Initial Appointment Candidate Summaries

UTM

Chancellor Yancy Freeman has recommended to President Boyd that tenure be granted to the following individuals upon their initial appointment to a faculty position at UT Martin:

Dr. Matthew Bice has been appointed as Professor in the Department of Health and Human Performance and Dean of the College of Education, Health, and Behavioral Sciences and at the University of Tennessee at Martin. Dr. Bice previously served as a Professor, with tenure, at Baker University. He is an expert in the field of education and health promotion, with over 50 peer-reviewed publications during his career and dozens of presentations, both invited and contributed, at national and international conferences. His research and external funding accomplishments well exceed the expectations for tenured faculty within the department and college. Dr. Bice further has a substantial record of excellence in teaching and mentorship, across both the undergraduate and graduate levels and including serving as the chair for students completing a doctoral degree. Community, department, college, university, and even system-level service have been hallmarks of Dr. Bice's career, across multiple institutions. He is also engaged beyond the campus, as a part of his discipline, contributing to professional organizations and shaping the future of his discipline through reviews of manuscripts for a number of journals.

Dr. Laurie Couch has been appointed as Provost and Senior Vice Chancellor for Academic Affairs at the University of Tennessee at Martin, with a faculty appointment as Professor in the Department of Psychology, College of Education, Health, and Behavioral Sciences. Prior to joining UTM, she held an appointment as Professor with tenure at Salisbury University. As a scholar, Dr. Couch has established a significant body of work in the areas of interpersonal trust, betrayal, and relationships, resulting in over 40 peer-reviewed publications and attracting multiple external grants. In the classroom, she is an award-winning professor with a record of excellence teaching across the undergraduate and graduate curriculum, from introductory psychology courses through advanced seminars. In her previous roles, Dr. Couch has elevated the success and profile of the universities through her exceptional service and academic leadership, including work to improve student retention rates and integrate high-impact practices into the classroom. In each of these areas of faculty performance, Dr. Couch has capably exceeded the expectations for tenure for the department, the college, and the university.



THE UNIVERSITY OF TENNESSEE BOARD OF TRUSTEES

AGENDA ITEM SUMMARY

Meeting Date: June 30, 2026
Committee: Education, Research, and Service
Item: **Grant of Tenure upon Early Consideration**
Type: Action

Background Information

President Boyd and the Chancellor for the respective campus are recommending faculty members for tenure who have served less than a six-year probationary period at their respective campus. All steps in the tenure review process outlined in Board policy and campus procedures have been completed for these faculty members, and all received strong support at each level of review.

Information on the candidates is provided in Attachments 1 and 2.

Resolved:

The Board of Trustees hereby grants tenure upon early consideration to the individuals presented in the meeting materials and listed on Attachment 1, which shall be attached to this Resolution after adoption.

June 2026 Tenure upon Early Consideration

UTC			
Last Name	First Name	College	Department
Bhosale	Rahul	Engineering and Computer Science	Civil and Chemical Engineering
Hancock	Katelyn	Arts and Sciences	Criminal Justice
Li	Tian	Arts and Sciences	Physics and Astronomy
McDonell	Emma	Arts and Sciences	Sociology, Anthropology, and Geography
Taylor	Kathryn	Arts and Sciences	History
Wang	Xiunan	Arts and Sciences	Mathematics
UTHSC			
Last Name	First Name	College	Department
Patel	Tejesh	Medicine	Dermatology
UTK			
Last Name	First Name	College	Department
Albro	Marguerite	University Libraries	
Banerjee	Vasabjit	Arts and Sciences - Division of Social Sciences	Political Science
Brown	Sebe	University of Tennessee Institute of Agriculture	Entomology and Plant Pathology
Cheng	Yingwen	Arts and Sciences - Division of Natural Sciences and Mathematics	Chemistry
Clark	Joseph	Arts and Sciences - Division of Natural Sciences and Mathematics	Chemistry
Clemons	Aris	Arts and Sciences - Division of Arts and Humanities	World Languages and Cultures
Dan Zhang	Catty	Architecture and Design	School of Architecture
Hampton	Chiara	Veterinary Medicine	Large Animal Clinical Sciences
Holmes	Carolyn	Arts and Sciences - Division of Social Sciences	Political Science
Khan	Arsalan	Arts and Sciences - Division of Social Sciences	Anthropology
Kofoed	Michael	Haslam College of Business	Economics
Leard	Benjamin	Baker School of Public Policy and Public Affairs	
Lee	Lawrence	Arts and Sciences - Division of Natural Sciences and Mathematics	Physics and Astronomy
McClanahan	William	Arts and Sciences - Division of Social Sciences	Sociology
Paraskevas	John-Patrick	Haslam College of Business	Supply Chain Management
Perry	Ryan Daniel	Arts and Sciences - Division of Arts and Humanities	English
Pfammatter	Angela	Education, Health, and Human Sciences	Public Health
Rampold	Shelli	University of Tennessee Institute of Agriculture	Agricultural Leadership, Education, and Communications
Richmond	Mitchell	University of Tennessee Institute of Agriculture	Plant Sciences
Rowan	Troy	University of Tennessee Institute of Agriculture	Animal Science
Singh	Prashant	Tickle College of Engineering	Mechanical and Aerospace Engineering
Velez Melendez	Alejandro	Arts and Sciences - Division of Social Sciences	Psychology and Neuroscience
Weagley	Daniel	Haslam College of Business	Finance
Zhao	Peng	Tickle College of Engineering	Mechanical and Aerospace Engineering - University of Tennessee Space Institute
UTM			
Last Name	First Name	College	Department
West	Richard	Education, Health, and Behavioral Science	Human Health and Performance

June 2026 Grant of Tenure upon Early Consideration Candidate Summaries

UTC

Chancellor Lori Bruce has recommended to President Boyd the following faculty, who have served less than a six-year-probationary period at UT Chattanooga, for tenure:

Dr. Rahul Bhosale was appointed as an Assistant Professor in August 2023 in the Department of Civil and Chemical Engineering, College of Engineering and Computer Science. In his time at UTC, he has documented excellence in teaching, research, and service which meet and often exceed the standards for tenure. With more than 20 peer-reviewed publications and several grants, including one from the NSF, he has established himself as a prolific and successful researcher. In the classroom, he has taught across the curriculum, including both graduate and undergraduate courses, with high marks from his peers and his students. As a mentor, he works closely with students on research, including a doctoral student under his supervision. Service is a key part of Dr. Bhosale's contributions to UTC, having represented his peers as a faculty senator and taking on the role of graduate coordinator for his department.

Dr. Katelyn Hancock was appointed as Assistant Professor in August 2022 within the Department of Criminal Justice, College of Arts & Sciences. During her appointment she has established a record of teaching, research, and service which capably meets the standard for tenure. Dr. Hancock is an excellent teacher and mentor, having received strongly positive evaluations from peers and students, including an award for teaching innovation from the Academy of Criminal Justice Sciences. As a scholar in victimization, identity, and inequality, she has published 10 peer-reviewed articles in high-quality journals, defining a strong research agenda that clearly exceeds expectations for tenure. Finally, Dr. Hancock has provided service across the department, college, and university – as well as to the community and her academic discipline.

Dr. Tian Li was appointed as Assistant Professor in August 2022 within the Department of Physics, College of Arts and Sciences at the University of Tennessee at Chattanooga. He has easily met and sometimes exceeded the expectations for tenure within the department and college. During his probationary periods, he has published eight peer-reviewed articles, given ten presentations at academic conferences, and earned over \$6 million in grants as the PI or Co-PI, all while playing a leading role in the quantum information and science (QISE) initiative at UTC. In the classroom, Dr. Li has taught over a dozen different courses, from the undergraduate to the graduate level, including developing and delivering new courses in the QISE curriculum. Peers and students alike laud his skill as a teacher, and he won the 2025 UT Alumni Association Outstanding Teaching Award. Outside research and teaching, he has served on university and college committees and is helping cultivate the future of his discipline through service as a peer-reviewer for journals.

Dr. Emma McDonell was appointed as Assistant Professor in August 2021 within the Department of Sociology, Anthropology, and Geography, College of Arts and Sciences at the University of Tennessee at Chattanooga. As a researcher, she combines agricultural anthropology, environmental studies, and Latin American studies. Dr. McDonell's published the monograph *Quinoa Bust: The Making and Unmaking of an Andean Miracle Crop* in 2025 through the

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

University of California Press, and has further published four other peer-reviewed articles and made numerous public appearances. Her peers and students have noted the collaborative learning environment she creates in her classroom, whether virtual or in-person, as she has delivered numerous courses for the department and even developed new ones to enrich the curriculum available to students at UTC. In the area of service, she has chaired key committees within the department, including the one governing the curriculum for Anthropology, and served on the essential General Education committee during the recent revision of the UTC curriculum. Across all three areas of faculty performance, Dr. McDonnell has met and sometimes exceeded expectations for tenure.

Dr. Kathryn Taylor was appointed as an Assistant Professor in August 2021 within the Department of History, College of Arts and Sciences at the University of Tennessee in Chattanooga. As a scholar in Renaissance Studies, covering areas like ethnography, identity, diplomacy, and travel, particularly in Venice, Dr. Taylor has published the monograph *Ordering Customs: Ethnographic Thought in Early Modern Venice* (2023) through the University of Delaware Press, in addition to other peer-reviewed and scholarly work. Based on a rising scholarly profile, the UTC College of Arts and Sciences gave its 2023-2024 Early Researcher Award to Dr. Taylor. As a teacher and mentor, they have established themselves as a gifted lecturer who inspires discussion and engagement with courses across the curriculum, from lower division courses to upper division seminars, and even including courses for the Honors College. In 2025 the Student Government Association recognized Dr. Taylor with its Outstanding Mentor Award. While also serving the discipline as a peer-reviewer for the *Journal of Social History*, Dr. Taylor has dedicated themselves to the work of the department in the key area of assessment and further served in numerous committees at the college and university level.

Dr. Xiunan Wang was appointed as Assistant Professor in January 2021 within the Department of Mathematics, College of Arts and Sciences at the University of Tennessee at Chattanooga. She uses differential equations and dynamical systems to study mathematical biology, including ecology and epidemiology, and has published 17 peer-reviewed articles while on the tenure-track at UTC. Dr. Wang has also presented her work at numerous national and international conferences, and attracted an NSF LEAPS-MPS grant award of nearly \$250,000. She has demonstrated skill in the academic classroom, delivering numerous undergraduate and graduate courses for the department, all carefully prepared and delivered to keep students engaged despite the difficulty of the underlying material. Beyond the traditional classroom, she is a mentor and advisor to numerous undergraduate and graduate students, including co-supervising a doctoral student. Dr. Wang has been an advisor to the UTC Math Club for four years while maintaining other service roles within the department. She is a prolific peer-reviewer, helping to establish the frontier of her field across 30 different journals, and serves as the executive editor for the journal *Mathematical Biosciences and Engineering*. Dr. Wang has met and sometimes exceeded the expectations for tenure within the department and college.

UTHSC

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

Chancellor Peter Buckley has recommended to President Boyd the following faculty, who have served less than a six-year-probationary period at UT Health Science Center, for tenure:

Dr. Tejesh Patel was appointed as Professor and Chair in July 2023 in the Department of Dermatology, UT College of Medicine at the UT Health Science Center. He is a national authority in the complex fields of pruritus and dermatopathology, and has a body of work which spans 40 peer-reviewed publications in journals such as *JAMA Dermatology*, the *Journal of the American Academy of Dermatology* (JAAD), and the *British Journal of Dermatology*. Based on his research, guidelines committees seek his expertise as part of the creation of standards used nationally for oncology care. Indeed, he has been asked to review more than 200 manuscripts for peer-reviewed journals, and even earned multiple awards for his outstanding contributions as a reviewer. As an educator, Dr. Patel is the recipient of the 2025 UTHSC Golden Apple Teaching Award and received a special recognition award from his residents. He is tirelessly modernizing the curriculum in dermatology, and is committed to the learning of his students, having guided more than 50 medical students and supported over 40 residents in their development. Even without including his expert leadership as chair (and even interim chair for another unit), Dr. Patel has easily met the standards for tenure.

UTK

Chancellor Donde Plowman has recommended to President Boyd the following faculty, who have served less than a six-year-probationary period at UT Knoxville, for tenure:

Professor Marguerite Albro was appointed as Assistant Professor in May 2022 within the University Libraries at the University of Tennessee, Knoxville. As a researcher, her work is in the area of librarianship and organizational culture within libraries, with a focus on agricultural information. Prof. Albro's scholarship is recognized for providing practical tools and methods which other librarians can use effectively within their own institutions. She serves as a liaison between the UT Libraries and the UT Institute of Agriculture and her librarianship there supports numerous departments and UT Extension through collection expansion, research support, and instruction for the faculty and students. In terms of service, Prof. Albro has contributed to committees and working groups which leveraged her expertise in organization and culture, contributing to faculty governance and departmental initiatives. Moreover, she is a leader within disciplinary organizations, including the Agriculture Network Information Collaborative, affirming that her contributions are helping to shape the future of the field.

Dr. Vasabjit Banerjee was appointed as Assistant Professor in August 2023 within the Department of Political Science, Division of Social Sciences, College of Arts and Sciences at the University of Tennessee, Knoxville. He is a researcher in comparative politics and international relations whose work at UTK has produced five peer-reviewed articles and eight professional presentations, and he serves as the principal investigator for a \$500,000 grant from the Department of Defense. Dr. Banerjee is an effective and skilled teacher, as evaluated by not only his departmental peers but also his students, with expertise in teaching upper division political science courses. Beyond the traditional classroom, he is mentoring two doctoral students and one masters student. Within the area of service, Dr. Banerjee serves on numerous committees and

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

advisory boards within UTK, and he is also has a voice in the future of his discipline through continuing work as a peer-reviewer for journals and as a grant reviewer for the National Institutes of Health.

Dr. Sebe Brown was appointed as Assistant Professor in December 2021 in the Department of Entomology and Plant Pathology, UT Institute of Agriculture at the University of Tennessee, Knoxville. His Extension education program and applied research program addresses row crop entomology and integrated pest management, efforts which have produced a nationally recognized research program advancing systems for Tennessee row crops which are economically and environmentally sustainable. That work has attracted over \$1.5 million in funding for his projects. Dr. Brown has further established an Extension program which is working on and responsive to the insect management challenges in Tennessee, with a particular focus on cotton and other major commercial crops. He has also contributed to the graduate education within UTIA, co-teaching a graduate course multiple times, despite not having a formal classroom teaching appointment. His work on UTIA committees, including leadership within working groups, constitutes a substantial service contribution, and is supplemented by his work cultivating the future of his discipline as a peer-reviewer.

Dr. Yingwen Cheng was appointed as Assistant Professor in August 2023 within the Department of Chemistry, Division of Natural Sciences and Mathematics, College of Arts and Sciences at the University of Tennessee, Knoxville. His research focuses on the development of new chemical principles which permit more efficient storage and conversion of energy, a key effort for the advancement of modern technologies. Dr. Cheng's work has produced nine peer-reviewed articles in his time at UTK and attracted \$100,000 in funding from UT-ORII, and earned him two disciplinary awards, including the 2025 Pioneer Award from Chemical Communications Journal. He has a strong record of effective teaching across the undergraduate curriculum, including high praise from students and peers alike. He is a mentor to five doctoral students, two post-doctoral students, and he has graduated one masters student. In service to his discipline, he has served as a member and chair for the American Chemical Society's Division of Energy and Fuels, and provided peer reviews for scores of manuscripts and grants. Moreover, Dr. Cheng has taken on key roles within his department, chairing the committee to recruit a new department head and serving on the departmental advisory committee.

Dr. Joseph Clark was appointed as Assistant Professor in August 2024 in the Department of Chemistry, Division of Natural Sciences and Mathematics, College of Arts and Sciences at the University of Tennessee, Knoxville. He has met the standards for tenure across all three areas of faculty performance. As a researcher, Dr. Clark has studied catalytic methods for inserting isotopes like deuterium or tritium into organic molecules, a process that has applications in medicine. That work has produced a dozen peer-reviewed articles and multiple grants, including a current NSF CAREER grant worth \$650,000 and an NIH grant for over \$1.8 million. Dr. Clark has proved to be an excellent instructor, one who is effective even in large classroom settings for courses in organic chemistry, and outside the classroom he mentors students through research projects, including multiple doctoral and masters students. Finally, within the area of service, he has committed himself to the graduate program, serving on multiple committees whose work directly influences the recruitment, support, and cultivation of graduate students in Chemistry.

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

Dr. Aris Clemons was appointed as Assistant Professor in the Department of World Languages and Cultures, Division of Arts and Humanities, College of Arts and Sciences at the University of Tennessee, Knoxville. She has met the standards for tenure in the areas of research, teaching, and service, both at the department and the college level. Dr. Clemons' research covers the complex relationship between language and racial categories, especially as manifested in media, politics, and education. On her current appointment, her work in this area has resulted in 14 peer-reviewed articles and multiple book chapters, including manuscripts appearing in some of the leading journals in her field. She has also compiled a significant record of external funding from multiple sources, including the National Science Foundation and the National Endowment for the Humanities. Her record of excellence extends to the classroom, both as a teacher lauded by peers and students for her instruction, and as the developer of several new courses which have expanded the educational opportunities available to UTK students. Beyond the campus, she helps define the frontiers of her discipline as a prolific peer-reviewer and grant proposals for the National Science Foundation.

Dr. Chiara Hampton was appointed as Assistant Professor in May 2021 within the Department of Large Animal Clinical Sciences, College of Veterinary Medicine, University of Tennessee Institute of Agriculture at the University of Tennessee, Knoxville. The majority of her appointment is dedicated to teaching and clinical instruction, and in her time at with UTIA she has established an excellent record which deftly exceeds expectations, through her use of case-based teaching and innovative visual aids. She is also noted for her use of structured clinical reasoning and cultivation of student independence and confidence. Moreover, she is deeply committed to the education of anesthesia residents, mentoring them into award-winning, published scholars in their own rights. Dr. Hampton has continued to nurture her own research agenda, and established a nationally-recognized program in veterinary anesthesia, analgesia, and translational methods (particularly for swine). While service is a much smaller part of her appointment, her accomplishments are no less impressive, with dedication to committee roles within the department and college, and editorial work which helps shape the future of the discipline.

Dr. Carolyn Holmes was appointed as Assistant Professor in August 2023 within the Department of Political Science, Division of Social Sciences, College of Arts and Sciences at the University of Tennessee, Knoxville. She is a researcher in comparative politics, using qualitative and interpretive methods to advance understanding of democracy, including democratic consolidation in post-conflict societies. Her publication record is extensive and exceptional, including a single-author book, and indicates an upward trajectory. Dr. Holmes is a skilled teacher across both the graduate and undergraduate curricula, recognized by peers and by her students for evoking intellectually demanding yet engaging discussions which introduce students to the tools and theoretical frameworks of political science. Her dedication to students and the department is reflected in her service, which includes the faculty advisor role for a new student club and creating new opportunities for students to learn about political science within the context of current events. Within her discipline, she serves as the editor for the journal *Africa Today* and has held multiple leadership roles within national and regional professional organizations.

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

Dr. Arsalan Khan was appointed as Associate Professor in August 2023 within the Department of Anthropology, Division of Social Sciences, College of Arts and Sciences at the University of Tennessee, Knoxville. He is an internationally recognized socio-cultural anthropologist studying hierarchy and ethics at the intersection of ritual, religion, politics, and gender, particularly in South Asia. In addition to his peer-reviewed articles and invited appearances, he is known for the book, *The Promise of Piety: Islam and the Politics of Moral Order in Pakistan*, which appeared in 2024 under Cornell University Press, a top publisher in this field. He translates his scholarship to the classroom through numerous undergraduate and graduate courses which his peers and students have lauded for their intellectual rigor layered on a supportive environment for student learning. Dr. Khan is deeply engaged in service, both at the departmental and college levels, and has held leadership roles in national professional organizations. Across the essential areas of faculty responsibilities, Dr. Khan has met and sometimes exceeded the expectations for tenure.

Dr. Michael Kofoed was appointed as an Assistant Professor in August 2023 within the Department of Economics and the Boyd Center for Business & Economic Research, Haslam College of Business at the University of Tennessee, Knoxville. His research covers labor and education economics, using data, field experiments, and quasi-experimental research to answer questions in the economics of education and human capital. Since joining UTK, Dr. Kofoed's research has appeared in peer-reviewed journals considered among the best in his field, demonstrating an upward trajectory and the expanding professional impact of his work. His departmental peers and the students within his classes have rated his instruction to be excellent, utilizing experiential learning opportunities and active learning techniques. For professional service, Dr. Kofoed serves in an editorial capacity at two journals and has a reputation as a reliable, thorough peer-reviewer of prospective journal articles. As part of the Boyd Center, his contributions can be found in numerous research projects related to the economics of education for Tennessee stakeholders.

Dr. Benjamin Leard was appointed as Assistant Professor in August 2024 within the Howard H. Baker, Jr. School of Public Policy and Public Affairs, and his appointment is jointly shared with the Department of Economics, Haslam College of Business at the University of Tennessee, Knoxville. He has established a nationally and internationally recognized body of work in the area of environmental and energy economics, studying behaviors within a system of transportation subject to policy, emissions regulations, and economic considerations. His publication record is exceptional, with several peer-reviewed articles appearing in high quality journals. Dr. Leard's teaching is split across the Baker School and the Department of Economics, and peers and students concur that he is an effective lecturer who integrates hands-only learning into his courses, creating an engaging classroom for all learners. He is also deeply engaged with the life of the school and department, contributing substantially to committees on graduate student and academic matters, and playing a part in the development of AI and hiring guidelines. Working within a complex, varied appointment across two academic colleges, Dr. Leard has easily met the standards for tenure.

Dr. Lawrence Lee was appointed as Assistant Professor in August 2021 within the Department of Physics and Astronomy, Division of Natural Sciences and Mathematics, College of Arts and Sciences at the University of Tennessee, Knoxville. Dr. Lee is an experimental high-energy particle physicist in the emerging field of muon collider science, and in his short time at UTK has

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

established himself as an international leader on work that seeks to understand the nature of our world at its most basic level. His extensive publication record, network of collaborations, and \$1.58 million in external funding speak to the quality and value of his research. Moreover, Dr. Lee's talents extend to the classroom, where he has distinguished himself as a skilled lecturer who engages students despite the difficulty of the underlying materials. He received a departmental teaching award in 2021-2022 and another from the UT Alumni Association in 2024-2025, both testaments to his commitment to teaching. He has contributed meaningfully to the department and his discipline through his efforts to expand access to physics education, especially through mentoring and training to engage students who arrive at the university without traditional support systems.

Dr. William McClanahan was appointed as Assistant Professor in August 2023 within the Department of Sociology, Division of Social Sciences, College of Arts and Sciences at the University of Tennessee, Knoxville. He works at the intersection of criminology and sociology, with specialization in areas like green and environmental criminology and visual and sensory criminology. Dr. McClanahan's publication record is extensive and essential within his field, including three books, 18 peer-reviewed articles, and just as many book chapters. He is an outstanding teacher across the undergraduate and graduate curricula, recognized by students and peer observers for his supportive classroom which challenges students intellectually. In the cultivation of his field, he has created three entirely new classes to expand the opportunities for majors pursuing a criminology degree. In the area of service, Dr. McClanahan is cultivating the undergraduate experience at UTK through work on the Global Citizenship area of the VolCore curriculum, while also serving consistently on the Graduate Studies Committee within his department. Professionally he has held leadership roles at the national level as part of the American Society of Criminology.

Dr. John-Patrick Paraskevas was appointed as Assistant Professor in August 2021 within the Department of Supply Chain Management, Haslam College of Business at the University of Tennessee, Knoxville. As a scholar in the field of supply chain management, his work is theoretically innovative and grounded in rigor, addressing both managerial and societal perspectives. Through the upward trajectory of his work so far, Dr. Paraskevas is influencing his discipline and was recognized by Haslam College with its Rising Star Research Award. Across the full spectrum of teaching, from undergraduate and graduate courses up through executive education, Dr. Paraskevas has been recognized by students and his peers for excellence. He mentors students beyond the traditional classroom, as a faculty advisor to the department's student organization and the faculty leader for a study abroad experience. In service to his discipline, Dr. Paraskevas has distinguished himself as associate editor for a key publication, the *Journal of Supply Chain Management*, and as a tireless reviewer of prospective manuscripts for other journals. Across the three areas of faculty performance, Dr. Paraskevas has capably met the standards for tenure.

Dr. Ryan Daniel Perry was appointed as Assistant Professor in August 2024 within the Department of English, Division of Arts and Humanities, College of Arts and Sciences at the University of Tennessee, Knoxville. As a scholar in medieval and early modern literature, he has made his mark with a single-author monograph, *Coterie Poetics and the Beginnings of the English Literary Tradition: From Chaucer to Spenser* (2024), from one of the field's finest presses. Even so,

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

Dr. Perry's contributions as a scholar through traditional articles, as an essayist, and even an editor demonstrate the rise of his national profile. His excellence as a scholar translates to his presence in the classroom, with a growing reputation as a skilled teacher, whether in the undergraduate survey course or the graduate seminar. He is an active participant in the life of the department and college, with service on key committees, and he holds leadership roles in disciplinary organizations, including the New Chaucer Society.

Dr. Angela Pfammatter was appointed as Associate Professor in September 2022 within the Department of Public Health, College of Health, Education, and Human Sciences at the University of Tennessee, Knoxville. Her research with diverse, multidisciplinary groups into behavioral interventions to improve cardiovascular and cardiometabolic health has resulted in over 40 peer-reviewed publications, including 17 while on her appointment at UTK, and has attracted significant extramural funding. Dr. Pfammatter's research aligns well with the academic needs of her department, where she has established a reputation among students and peers as a strong teacher, one who has also contributed to the doctoral curriculum within the department. As appropriate for rank, she has served on numerous committees, from the department to the university level, and beyond the campus has served in a leadership role within the Society of Behavioral Medicine. Across all three areas of performance, Dr. Pfammatter has achieved and even exceeded the expectations for tenure.

Dr. Shelli Rampold was appointed as Assistant Professor in May 2021 within the Department of Agricultural Leadership, Education and Communication (ALEC), University of Tennessee Institute of Agriculture at the University of Tennessee, Knoxville. With a majority Extension appointment, she has more than met the expectations for tenure in the areas of research and Extension education productivity, as well as traditional classroom teaching and professional service. Dr. Rampold's applied research serves the state of Tennessee and the UT mission, and that work has attracted millions of dollars in external support, on which she serves as the PI or Co-PI, including \$1 million directed just to support her work. Across modalities – online and in-person – Dr. Rampold has distinguished herself as a gifted teacher in the ALEC curriculum, and her accomplishments exceed the expectations of that department. She is also deeply engaged in her professional and institutional service obligations, with service that deploys her expertise in crisis management to enhance UT's own continuity planning during emergencies.

Dr. Mitchell Richmond was appointed as Assistant Professor in April 2021 within the Department of Plant Sciences, University of Tennessee Institute of Agriculture at the University of Tennessee, Knoxville. With a majority Extension appointment, Dr. Richmond's work on tobacco, hemp, and specialty crops is providing essential training within Tennessee to equip producers with practical, research-based information that enhances their capacity. Through scores of annual research trials, he is building a body of knowledge that empowers Tennessee's agricultural production, and which has attracted over \$1.6 million in external funding. While publications are a common result of Dr. Richmond's work, the consistent and high-quality education that he provides through instructional events ensures that the research is put to use in the field. Within his discipline and across the state, he is serving in leadership roles, in the Tobacco Workers' Conference and as chair of the UT Extension Tobacco Workgroup. Dr. Richmond's record of performance makes a strong case for tenure.

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

Dr. Troy Rowan was appointed as Assistant Professor in January 2021 within the Department of Animal Science, University of Tennessee Institute of Agriculture at the University of Tennessee, Knoxville. He is an expert in beef cattle genetics and genomics whose research addresses the improvement, efficiency, sustainability, and resilience of beef cattle systems. As his program has risen in its international status, it has attracted over \$2.5 million in external funding and resulted in more than 20 peer-reviewed publications which are shaping the science and practice of beef cattle production. Under the Extension portion of his appointment, Dr. Rowan has built a comprehensive portfolio which serves multiple stakeholders across the state of Tennessee, the nation, and the world, as his invited speaking opportunities and Extension publications translate research for leaders in the field. He has also provided classroom instruction and curriculum development within the department, and is serving as a graduate mentor, all of which has won praise from peers. More broadly within the discipline, Dr. Rowan is serving UTIA through work on committees and councils, and he has held leadership roles in professional organizations and funding agencies.

Dr. Prashant Singh was appointed as Assistant Professor in August 2022 within the Department of Mechanical and Aerospace Engineering (previously the Department of Mechanical, Aerospace, and Biomedical Engineering), Tickle College of Engineering at the University of Tennessee, Knoxville. He is an expert in thermal-fluid sciences with specific expertise in enhanced heat transfer, porous material heat transfer, and additive manufacturing in high-heat applications. Dr. Singh has published over 70 peer-reviewed articles and 50 peer-reviewed conference papers, and his impact on the field is demonstrated amply by the increasing number of citations, disciplinary accolades, and over \$3 million in external funding from several agencies. He has established a presence as a capable instructor, even in challenging high-enrollment undergraduate classes, and has already graduated three doctoral students and is advising four more. He has dedicated significant time to the service of his department (particularly in time-intensive hiring committees) and to his discipline, including editorial and peer-reviewing roles at key journals. Dr. Singh has adroitly met and sometimes exceeded the expectations for tenure in the department and college.

Dr. Alejandro Velez Melendez was appointed as Assistant Professor in August 2023 within the Department of Psychology, Division of Social Sciences, College of Arts and Sciences at the University of Tennessee, Knoxville. He has a background in animal behavior and evolution, and has focused his research on animal communication, specifically on the receiving side of bioacoustics communication and how sounds are sensed, along with the effect of environmental change on animal communication. Dr. Velez Melendez's research notably integrates behavior, acoustics, physiology, and anatomy, and has attracted an NSF CAREER award to support the continuation of his work. He is also an engaging and effective presence in the classroom, having already taught several courses key to the department's curriculum, including an upper-division course in animal communication. Peers and students have rated his teaching well, and outside the classroom Dr. Velez Melendez is building mentoring relationships with undergraduate and graduate students. Indeed, his service to the department has been in the areas of student engagement and alumni relations, and he has participated in scientific outreach events as part of UTK's community engagement.

Dr. Daniel Weagley was appointed as Associate Professor in August 2024 within the Department of Finance, Haslam College of Business at the University of Tennessee, Knoxville. Dr. Weagley's

June 2026 Grant of Tenure upon Early Consideration

Candidate Summaries

expertise lies in issues of corporate finance, namely financial constraints, climate finance, and labor, including a focus on how frictions and decision-making processes allocate financial and human resources across the economy. His work has appeared primarily in the premier journals of his discipline, its reach evident through strong number of citations, and he has presented his research at over 70 academic conferences, including presentations at Federal Reserve banks. Dr. Weagley is a gifted classroom instructor who adapts his pedagogy to the material and the level of the course, as well as in response to the students themselves. Peer reviews and student evaluations consistently report that he facilitates learning as his students navigate complex courses which require computation and detailed analysis. In service to his department, he has served on hiring committees and on graduate program support, while also cultivating the intellectual life of the department by organizing research events to bring students and faculty together.

Prof. Catty Dan Zhang was appointed as Associate Professor in August 2023 within the School of Architecture, College of Architecture and Design at the University of Tennessee, Knoxville. Her research focuses on air as an element of building design, cognizant of the environmental systems which are integral to the design of modern structures. Through publications, exhibitions, and awards, her work has been thoroughly recognized by her peers, both for its intellectual and practical value, and she has even attracted external funding, including from the National Science Foundation. Prof. Zhang has cultivated a reputation as a strong teacher, skilled in the studio classroom where she supports students through critical feedback in an open environment which evokes intellectual and creative experimentation. She is shaping the future of the discipline and students through the development of numerous courses within the school since joining UTK. Prof. Zhang provides service both to the university and her profession through active participation in the life of the college, including the crucial College of Architecture and Design Programming Committee, and as a peer-reviewer for journals and juror for student works at peer institutions. Across all areas of faculty performance, Prof. Zhang has capably met the standards for tenure.

Dr. Peng Zhao was appointed as Associate Professor in February 2021 within the Department of Mechanical and Aerospace Engineering (previously the Department of Mechanical, Aerospace, and Biomedical Engineering) and the UT Space Institute, Tickle College of Engineering at the University of Tennessee, Knoxville. His research is centered on chemical modeling of energy conversion systems, including flame processes, renewable energy, and battery chemistry, and his work is creating safer technology for newer lithium-ion batteries. Based on his work, Dr. Zhao has published over 30 peer-reviewed articles and four book chapters, and has made over 20 conference presentations, and he has attracted over \$700,000 in external funding to support his research, both from federal agencies and private companies. In the classroom, he is an effective instructor who brings the fundamentals of engineering to life through real-life applications. He has taught primarily at the graduate level, and his contributions include a course in lithium-ion batteries which has now been adopted into the department's curriculum. Beyond the classroom and the laboratory, Dr. Zhao has been deeply engaged in the life of the university and the department as a member of the UTSI Faculty Senate and the university's Graduate Council. He also serves as the editor-in-chief of *Progress in Engineering Science*.

UTM

June 2026 Grant of Tenure upon Early Consideration Candidate Summaries

Chancellor Yancy Freeman has recommended to President Boyd the following faculty, who have served less than a six-year-probationary period at UT Martin, for tenure:

Dr. Richard West was appointed as Associate Professor and Department Chair in July 2024 within the Department of Health and Human Performance, College of Education, Health, and Behavioral Sciences at the University of Tennessee at Martin. In his brief time at UTM, he has met and in several areas exceeded the standards for tenure within the college and department. As a scholar, Dr. West has published one article in a peer-reviewed journal, made four presentations at disciplinary conferences, and secured external funding from the National Association of Kinesiology in Higher Education. As a teacher and advisor, he has demonstrated his effectiveness across the undergraduate and graduate curricula with peer evaluations noting the careful design, delivery, and organization of his courses. Moreover, he has been instrumental in the modernization of the curriculum in his department, contributing to the development of a prospective new degree program, revision of existing curricula, and creation of new courses. Across the department, college, and university, Dr. West has committed his service time to committees and initiatives that serve students and advance the mission of UT.