

Pre-Tenure Review Process

A&M-Commerce Procedure: 12.02.99.R0.03

Approved: July 27, 2016

Next Scheduled Review: July 27, 2021

Responsible University Office:

Office of the Provost and Vice President for Academic Affairs

Responsible University Administrator:

Provost and Vice President for Academic Affairs

Tenure is based on the need to protect academic freedom. A faculty member who has earned tenure is entitled to continue in his or her position unless dismissed for good cause or financial exigency. Thus, tenure is irrevocable except under specific circumstances (see Texas A&M University-Commerce [Rule 12.01.99.R1](#), Section 2.2.2 for details). Tenure is granted by the approval of the Texas A&M University Board of Regents.

To be eligible for tenure, a faculty member should be an employee of Texas A&M University-Commerce who holds academic rank as assistant professor, associate professor, or professor. Faculty members appointed on an adjunct or ad interim basis are not eligible for tenure. Librarians are not eligible for tenure but are eligible for promotion.

Probationary Period

Tenure-track faculty members are given a probationary period of up to seven (7) years of full-time service, which begins with appointment to the rank of assistant professor or a higher tenure-eligible rank. The probationary period at A&M-Commerce may be extended under extenuating circumstances. In some instances, a faculty member may have served a term of service at one or more institutions of higher education prior to coming to A&M-Commerce. With the approval of the provost and the president, the probationary period may include up to three (3) years of exemplary service in a tenure-track faculty line at a four-year, regionally accredited academic institution; in this case the probationary period at A&M-Commerce may be for fewer than seven (7) years. The seventh year, including up to three (3) years credit toward the probationary tenure period, will be the first year of the tenure appointment or the year of a terminal appointment.

Pre-Tenure Review

Faculty members are evaluated annually on their performance in the areas of teaching/ contribution to student learning, research or other scholarly and creative activities (RSCA), and service. For faculty not receiving credit for service at other institutions toward their probationary period at A&M-Commerce, the third, fourth, and fifth-year reviews are mandatory as part of the "pre-tenure process." This evaluation (a) familiarizes the faculty member with the tenure process, (b) ensures he or she understands the expectations of

those entities (e.g., college and university-level Promotion and Tenure committees, provost, president) that will ultimately be responsible for the tenure decision, and (c) provides accurate feedback on scholarly progress toward tenure. For each pre-tenure review, the candidate submits a portfolio that includes all items requested in the Service Report Form (please see the Appendix of [Procedure 12.02.99.R0.03](#)), as well as internal letters of recommendation. The portfolio is reviewed at the department and college or school levels by appropriate faculty committees, as well as by the department head or equivalent, academic dean or director of school, and Deans Council, with written feedback provided.

See [Procedure 12.02.99.R0.03](#) for additional information.