Research Faculty Mandatory Reviews Addendum

Research Investigators have a time-in-rank limit of 4 years, and Assistant Research Scientists have a mandatory central review during their sixth year. The mandatory review for Research Assistant Professors is intended to parallel each school/college's review cycle (tenure clock) for the tenure track instructions faculty. Appointing units that are not authorized to appoint tenure track instructional faculty will follow the review cycle used by the majority of the schools/colleges on their campus. For the majority of units this means the central review occurs in the sixth year. The ranks and review qualification criteria are:

Research Investigator – all individuals appointed on or before December 31, 2011 must be reviewed. University policy allows for three possible outcomes from this review:

1. Individual qualifies for promotion to the rank of Assistant Research Scientist or Research Assistant Professor.
2. Individual does not qualify for promotion, however the unit decides to continue to employ the candidate with appointment to the appropriate staff position.
3. Individual does not qualify for promotion and the unit decides to terminate the candidate with appropriate notice of the decision. The terminal time period (notice) must be a minimum of 90 days and may be as long as one year.

Note: For Research Investigator's with less than 80% effort averaged over the four years in rank, there is an additional option based on this review. If, based on the review, the appointing unit decides the Research Investigator's progress warrants a continuation in rank, the unit may re-appoint the Research Investigator for up to two more years, contingent on the approval of UMOR.

Assistant Research Scientist / Research Assistant Professor – all individuals appointed before December 31, 2009 must be reviewed. University policy allows for four possible outcomes from this review:

1. Contingent on approval from the designated authority, the appointing unit may promote the candidate to either Associate Research Scientist or Research Associate Professor.
2. The unit may determine that the candidate is not yet qualified for promotion but is making sufficient progress toward meeting the criteria for promotion to remain in rank for a term-limited period with a structured mentoring program. (Availability of this option is dependent on each unit's specific policy.)
3. Individual does not qualify for promotion, however the unit decides to continue to employ the candidate with appointment to the appropriate staff position.
4. Individual does not qualify for promotion and the unit decides to terminate the candidate with appropriate notice of the decision. The terminal time period (notice) must be a minimum of 90 days and may be as long as one year.

Note: the review policies were written with the expectation that a full casebook with external letters would be developed for all cases. We recognize that there are situations

where this might not be in the best interest of either the faculty member or the University. The potential scenarios are:

1. Faculty member's productivity does not meet promotion requirements and unit informs her/him that they will not support their promotion. Faculty member agrees with the decision and provides the unit with a letter documenting their concurrence. Unit then provides appropriate termination notice to the faculty member.
2. The unit may determine that the candidate is not yet qualified for promotion but is making sufficient progress toward meeting the criteria for promotion to remain in rank for a term-limited period with a structured mentoring program. Faculty member agrees with this determination. The following documentation would be provided to UMOR:
    a. Letter from the faculty member indicating they would like an extension.
    b. Letter from unit outlying the reason for the extension request and documenting the duration of the term-limited extension.
    c. CV of the faculty member.
    d. The structured mentoring plan for the faculty member.

    The standard term for these extensions will be three (3) years. This structure allows for two (2) years of additional productivity and the final year to prepare and submit the promotion casebook in the University's annual promotion cycle.

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