

University Tenure and Promotion Appeals Board* Charge

The responsibility of the University (Retention) Tenure and Promotion Appeals Board is to review appeals of faculty members who have received negative recommendations concerning their applications for retention, tenure, or promotion.

A principal responsibility of Austin Peay State University is to recruit and retain highly qualified faculty within its means, and to that end, the institution shall discharge these responsibilities by adhering to the highest standards of fairness and due diligence.

The Appeals Board is also charged with upholding the policies of Austin Peay State University while simultaneously protecting academic freedom and safeguarding individual faculty members from arbitrary decisions. Appeals should be resolved in the most expeditious manner as possible and be consistent with the following Appeals Board objectives.

APPEALS BOARD OBJECTIVES

In the discharge of their duties, the Appeals Board shall

- review appeals of faculty members who have received negative recommendations
- uphold the policies of Austin Peay State University
- conduct the review with objectivity, accuracy, neutrality, and integrity
- safeguard individual faculty members from arbitrary decision making
- protect the academic freedom of individual faculty members
- seek out any additional information germane to the appeal
- investigate inconsistencies and irregularities within the RTP process
- avoid any real or perceived conflict of interest

A faculty member under review shall have the right to appear before the Appeals Board or the Appeals Board may request the faculty member to appear in person. Appearing in person shall be at the discretion of the faculty candidate. The candidate may be permitted to speak for up to 30 minutes. The Appeals Board may extend the candidate's speaking time at its discretion. The candidate is only allowed to speak on information germane to their appeal.

The Appeals Committee shall seek out the information it needs, consistent with university policies and procedures, to make its recommendation and shall gather information specific to the case from the candidate, the department, the administration, and external sources, as appropriate. All persons contacted by the Appeals Board as part of its investigation are encouraged to cooperate fully. Information requested by the Appeals Board that is consistent with university policies and procedures shall be provided in a timely manner and shall be kept confidential. Further investigations, if any, should occur before the Appeals Board members cast their vote. No additional investigation is permissible after the votes are cast by the members of the Appeals Board.

The report from the Chair of the Appeals Board shall include substantive rationale and clear narrative statements that (a) are specific and (b) demonstrate the importance of this document(s) for reviewers beyond the level of the Appeals Board.

*Note: A name change for the University Tenure and Promotion Appeals Board has been recommended. Proposed new name is University **RTP** Appeals Board.