

# **UIC** FACULTY AFFAIRS POLICIES, PROCEDURES, AND GUIDELINES

**SECTION: FPPG 100 – Appointment Types and Appointment Processing**

**NUMBER: 106**

**SUBJECT: Tenured/Tenure-Track Faculty Appointments**

**APPROVED BY: Provost**

**EFFECTIVE DATE: N/A**

**AUTHORITY: Provost/Vice Chancellor for Academic Affairs**

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**OBJECTIVE:** The American Association of University Professors defines tenure as “a means to certain ends; specifically: (1) freedom of teaching and research and of extramural activities, and (2) a sufficient degree of economic security to make the profession attractive to men and women of ability. Freedom and economic security, hence, tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society”.

**POLICY:** “As the responsible body in the teaching, research, and scholarly activities of the University, the faculty has the inherent interests and rights in academic policy and governance. Each college or other academic unit shall be governed in its internal administration by its faculty, as defined above. Governance of each academic unit shall be based on unit bylaws established and amended by the faculty of that unit. The bylaws shall provide for the administrative organization and procedure of the unit, including the composition and tenure of executive or advisory committees.” These bylaws may not conflict with the University of Illinois Statutes, or other actions by the Board of Trustees.

**APPLICABILITY:** The *University of Illinois Statutes*, Article II, Section 3 (a.1.) defines the faculty of the University and any of its units except for the Graduate College as “those members of the academic staff with the rank or title in that unit of professor, associate professor or assistant professor who are tenured or receiving probationary credit toward tenure, and those administrators in the direct line of responsibility for academic affairs (persons who hold the title director or dean in an academic unit, provost, chancellor and president).”

**PROCEDURE:**

1. Assistant Professor

An appointee receiving his/her first contract as an assistant professor enters a probationary period of seven academic years of service. Prior academic service at other academic equivalent institutions *may* be credited, normally up to a maximum of three years, toward the fulfillment of the probationary period.

An initial appointment that begins after the eighth week of the academic year ordinarily does not count toward the probationary period of a faculty member on definite tenure nor does it ordinarily count as service in establishing eligibility for a sabbatical leave with pay, unless recommended and agreed upon in advance.

The rule of thumb is that the year will count if the appointment begins before the opening of the ninth week of the semester. If unusual circumstances apply in the case of an appointee who begins after August 16 but before the ninth week, the unit executive officer may appeal on behalf of the faculty member, through the appropriate administrative chain, for a delay in the start of the tenure clock until the next August 16. The provost will make the final decision in such cases. The appointee's choice, if approved, cannot be reversed thereafter.

It is important for faculty members to understand the implications of counting or not counting years in which they provide less than a full year's service toward completion of the probationary period, since that will affect the timing of promotion and tenure decisions. This also applies to initial appointments with respect to the question of prior service credit. In each instance, the department is responsible for assisting faculty members to understand fully the implications of their requests.

## 2. Associate Professor

The rank of associate professor normally entails indefinite tenure and both rank and tenure are generally awarded during a review of promotion and tenure. It is possible, with appropriate justification and prior approval by the Provost and endorsement by the Dean of the Graduate College, to request indefinite tenure at the rank of associate professor for an initial hire.

Tenure implies reciprocal responsibilities on the part of the University and the faculty member. To that end the University provides academic freedom and the faculty members are obligated to provide and maintain high standards of teaching, research, professional service, and the communication of information and knowledge to others.

## 3. Professor

The rank of professor is associated with indefinite tenure and both rank and tenure are generally awarded during a review of promotion and tenure. It is possible, with appropriate justification and prior approval by the Provost and endorsement by the Dean of the Graduate College, to request indefinite tenure at the rank of professor for an initial hire.

Tenure implies reciprocal responsibilities on the part of the University and the faculty member. To that end the University provides academic freedom and the faculty members are obligated to provide and maintain high standards of teaching, research, professional service, and the communication of information and knowledge to others.

## REFERENCES

University of Illinois [Statutes](#), Article II, Section 3a (1)  
[Faculty Handbook](#)  
[Faculty Hiring Toolkit](#)