

Faculty Senate Minutes

The regular business meeting of the Faculty Senate was held on Tuesday, December 9, 2025 at 3:30pm in Henson Science Hall 103. The Senate President was in the chair, and the Secretary was present. The minutes of the November 25 meeting were approved as written.

President Lepre made announcements

Acting VP of Academic Affairs Clark made announcements

The Senate President made announcements

The MOTION to postpone the Report from Ad Hoc Committee on Limited Faculty Involvement in Shared Governance to the next Senate meeting PASSED.

After amendment and debate, the MOTION on changing Sabbatical deadlines PASSED.

Item 3 of the Procedures section in the Sabbatical Leave for Faculty and Professional and/or Research Leave for Faculty Members Engaged Exclusively or Primarily in Library Services in Chapter 3: Faculty Leave of the SU Faculty Handbook shall be altered as shown below.

3. Applications for sabbatical or professional and/or research leave are recommended or not recommended or recommended for resubmission by the Provost and approved or disapproved by the President of the University by ~~January 31~~ **January 15** for fall sabbatical leaves and ~~August 31~~ **June 15** for spring sabbatical leaves. The President of the University then notifies applicants, their chair/director/supervisor, and their dean. The Provost may recommend an application for resubmission when the number of applications results in worthy sabbatical applications being denied. These applicants should be encouraged to apply again.

After debate, the MOTION to make Tenure and Promotion Application Files Visible to Reviewers Earlier PASSED.

The timeline tables in the section Procedures and Policies for Granting Tenure to Faculty in Chapter 2: Faculty Appointment, Rank, Tenure and Promotion of the SU Faculty Handbook shall be altered as shown below.

If necessary, the information presented regarding timelines in the DM Knowledge Base and/or in Faculty Success will be updated to reflect these changes.

Table 1. Timeline for Faculty Seeking Tenure (see date or next working day)

STEP	DEADLINE (or next working day)
Notification by Provost's Office to tenure-track faculty of eligibility for tenure review	Mid-summer
Faculty gain access to Watermark Faculty Success (formerly Digital Measures)	Mid-summer
Applicant notifies department chair/school director, in writing, of intent to apply for tenure. The department chair/school director notifies chair of Tenure Review Committee of intentions of candidates	September 15
Candidate's application file for tenure to the chair of the Tenure Review Committee	October 1
Candidate's application file for tenure made visible to department chair/school director, dean, and Provost	October 22
Recommendation by Tenure Review Committee along with application file forwarded to department chair	November 1
Faculty responds to Tenure Review Committee Evaluation.	November 5
Recommendation by the department chair/school director along with application file forwarded to dean	November 15
Faculty responds to the department chair/school director evaluation	November 20
Recommendation by dean along with application file forwarded to the Provost	December 1
Faculty responds to dean evaluation	December 5
Recommendation for tenure by Provost to President	December 15
Written notification of tenure decision by the President to the candidate	January 15

Table 2. Timeline for Faculty Seeking Tenure and Promotion (see date or next working day)

STEP	DEADLINE (or next working day)
Notification by Provost's Office to tenure-track faculty of eligibility for tenure and promotion review	Mid-summer
Faculty gain access to Watermark Faculty Success (formerly Digital	Mid-summer

Measures)	
If the candidate is applying for promotion, then the applicant should notify the department chair/school director, in writing, of intent to apply for tenure and promotion. If the candidate is applying for promotion, the department chair/school director notifies the chair of the Tenure and Promotions Review Committee(s) of the intentions of the candidate. (Departments/CHHS schools may wish to alter their policies so that this is one committee.)	September 15
Candidate's application file for tenure and promotion to the chair of the Tenure & Promotion Review Committee(s).	October 1
Candidate's application file for tenure made visible to department chair/school director, dean, and Provost	October 22
Recommendation by Tenure and Promotions Review Committee(s) along with application file forwarded to department chair/school director	November 1
Faculty responds to Tenure and Promotions Committee(s) Evaluation.	November 5
Recommendation on tenure and if applicable, promotion, by the department chair/school director along with application file forwarded to dean	November 15
Faculty responds to department chair/school director evaluation	November 20
Recommendation on tenure, and if applicable, promotion, by dean along with application file forwarded to the Provost	December 1
Faculty response to dean evaluation	December 5
Recommendation for tenure by Provost to President	December 15
Written notification of tenure decision by the President to the candidate	January 15
If the candidate is awarded tenure and is applying for promotion, then the candidate's application file will be submitted to the University Promotions Committee (Round 1 promotions)	February 1
Recommendations for promotion to Provost by the University Promotions Committee and notification, in writing, to the applicant faculty	March 1
Recommendations for promotion to President by Provost	March 22

Notification of promotion to faculty, in writing, by President	April 15
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Adjourn 5:00 pm

Erin Weber, Secretary

Written 12/9/2025