

UNIVERSITY  
OF MIAMI

# Faculty Promotion and Tenure GUIDEBOOK

Updated July 2024

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# Preface

The Special Reviews process is described in the [Faculty Manual](#) (C13). There are some process-related questions that come up each year which are addressed briefly here. If you find you have a question not addressed within this document, please contact the Office of Faculty Affairs at (305) 284-3386 or [facultyaffairs@miami.edu](mailto:facultyaffairs@miami.edu) or Interim Vice Provost Alex Wilson at [acwilson@miami.edu](mailto:acwilson@miami.edu).

The REGULAR FACULTY of each school and department undertakes Special Reviews for the purposes of promotion, tenure, or reappointment of individuals holding tenure-earning appointments.

The RESEARCH FACULTY, the EDUCATOR FACULTY, the LIBRARIAN FACULTY and the ASSOCIATED FACULTY of each school are subject to Special Reviews for the purposes of reappointment and promotion.

A Special Review shall be completed (1) during the candidate’s third year for a faculty member holding a tenure-earning appointment; (2) when promotion to associate professor or professor is to be considered later in that same academic year; (3) in the year prior to the end of the probationary period; and (4) in the next-to-last year prior to reappointment of a faculty member holding a multi-year appointment. Additionally, individuals holding tenure-earning appointments shall be evaluated by the voting faculty for the purpose of assessment of progress toward tenure and individuals appointed as RESEARCH FACULTY, EDUCATOR FACULTY, and LIBRARIAN FACULTY shall be evaluated by the voting faculty for the purposes of reappointment.

Review Type	When	Final Authority <sup>1</sup>	Deadline to submit to the Office of Faculty Affairs
Assessment of Progress Toward Tenure	Every year of the probationary period except for the initial appointment, the midpoint review, the promotion to Associate Professor for MSOM, and the final review years	Dean	Not applicable
Midpoint Review for Tenure-Track Faculty	During the third year of the appointment as specified in the offer letter, unless an extension of the probationary period has been granted	Executive Vice President for Academic Affairs and Provost	<b>First Friday of April</b> – formal notification email is sent to each school/college by the Office of Faculty Affairs in August annually
Mandatory Tenure Review	In the year prior to the end of the probationary period as specified in the offer letter, unless an extension of the probationary period has been granted	Board of Trustees	<b>First Friday of December</b> - formal notification email is sent to each school/college by the Office of Faculty Affairs in August annually

<sup>1</sup> This is intended to inform you of the last level in the review and approval process.

Reappointment Review (non-tenure-track Educator, Research, or Librarian faculty in a multi-year appointment)	In the next-to-last year prior to their reappointment	Executive Vice President for Academic Affairs and Provost	<b>First Friday of April</b> – formal notification email is sent to each school/college by the Office of Faculty Affairs in August annually
Reappointment Review (non-tenure track Associated faculty)	Every year	Dean	Not applicable
Promotion (Regular, Research, Educator, and Librarian Faculty)	Upon request – based on Faculty Manual and College/School bylaws and/or policy	Executive Vice President for Academic Affairs and Provost	<b>First Friday of December</b> - formal notification email is sent to each school/college by the Office of Faculty Affairs in August annually
Promotion (Associated Faculty) – e.g., Lecturer to Sr. Lecturer	Upon request – based on College/School bylaws and/or policy	Dean	Not applicable

**Voting eligibility**

For voting on tenure, eligible voting faculty are those in the department (or school, in the case of a non-departmentalized school) who hold tenure (Faculty Manual C10.2(d)). For promotion votes, eligible voting faculty are all tenured faculty in the department (or school, in the case of a non-departmentalized school) superior in rank to the candidate’s present rank (Faculty Manual C10.2(d)). The REGULAR FACULTY are entitled to vote on all matters for which they are qualified by rank and tenure status including all voting rights extended to other members of the UNIVERSITY FACULTY. Schools may extend certain voting rights (e.g., for reappointment or promotion) to non-tenure-track faculty in accordance with Faculty Manual A3.1. The voting matrix can be found on page 13 of this Promotion and Tenure Guidebook.

**Faculty Track-transfers**

Members of the REGULAR FACULTY of the University, during their probationary period as defined in Section C5.6, may initiate a request to be considered for an appointment to the RESEARCH FACULTY, EDUCATOR FACULTY, or LIBRARIAN FACULTY. Such a request must be made before the date scheduled for the department vote during the final Special Review for tenure. Members of the REGULAR FACULTY who transfer to a non-tenure-track position may not subsequently be appointed to the REGULAR FACULTY except as a tenured full Professor (Faculty Manual C4.3(b-c)). The request form can be found on page 12 of this Promotion and Tenure Guidebook.

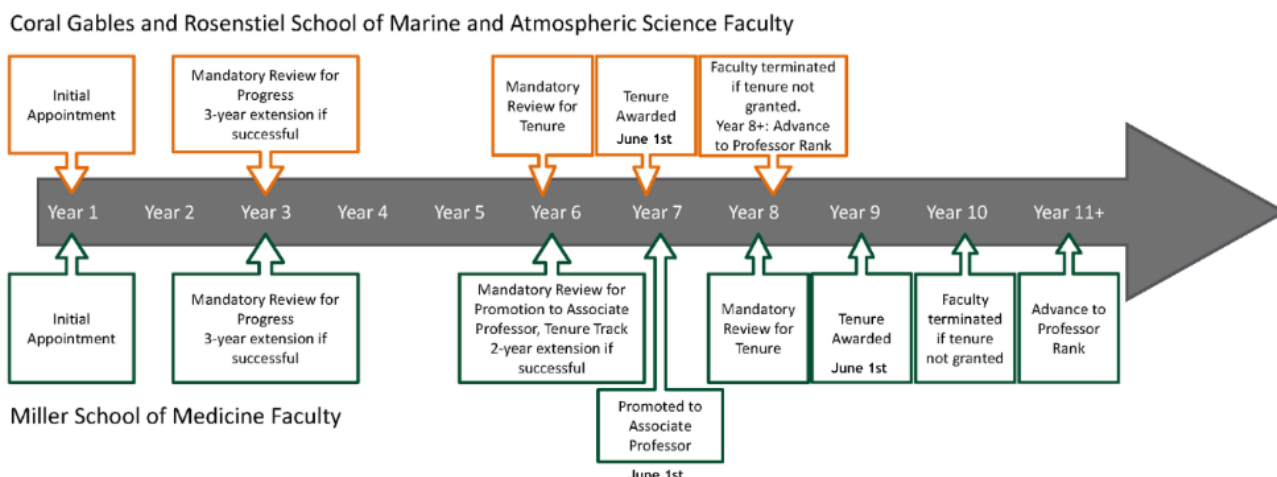
Any member of the RESEARCH FACULTY, EDUCATOR FACULTY, or LIBRARIAN FACULTY may initiate a request to be considered for an appointment to the REGULAR FACULTY of the University. The decision on that request must be made in accordance with the standards and procedures applicable to initial appointment to the REGULAR FACULTY as set forth in section A14 of the Faculty Government Charter and these Policies, including Sections C9 and C11. The request form can be found on page 12 of this Promotion and Tenure Guidebook.

## Promotion and Tenure Process Calendar

<p><b>August – October</b> (subject to change at Dean’s discretion)</p>	<p>Departments vote on reappointment, promotion, and tenure. Chairs prepare recommendations and comments.</p>
<p><b>October – November</b></p>	<p>School Committees and Deans conduct their reviews and provide the Office of Faculty Affairs with a list of cases that will be submitted for consideration in the current review cycle.</p>
<p><b>First Friday of December</b></p>	<p>All material for promotion and tenure review must be submitted electronically to the Office of Faculty Affairs (<a href="mailto:facultyaffairs@miami.edu">facultyaffairs@miami.edu</a>). Each case must be submitted electronically in a single PDF file -- please do not submit bound books or binders.</p>
<p><b>January – February</b></p>	<p>The Academic Personnel Board reviews each case, consulting with Deans and/or Chairs as necessary.</p>
<p><b>February – March</b></p>	<p>The Provost and President complete recommendations concerning promotion and tenure.</p>
<p><b>First Friday of April</b></p>	<p>All material for tenure-track mid-point review and non-tenure track (Educator, Research, or Librarian faculty) multi-year reappointments must be submitted electronically to the Office of Faculty Affairs (<a href="mailto:facultyaffairs@miami.edu">facultyaffairs@miami.edu</a>). Each case must be submitted electronically in a single PDF file -- please do not submit bound books or binders.</p>
<p><b>April – May</b></p>	<p>The Academic Affairs Committee of the Board of Trustees considers tenure recommendations.</p> <p>The Executive Committee of the Board of Trustees meets to consider decisions on tenure.</p> <p>The Provost announces promotion and tenure awards.</p>

# Promotion and Tenure Review Timeline

All tenure-earning faculty at the University of Miami must follow the tenure clock timing below, assuming no tenure clock extension is requested and subsequently granted.



On the Coral Gables and Rosenstiel campuses tenure review is due in the sixth year (top in orange), while at the Miller School of Medicine tenure review is due in the eighth year (bottom in green).

**Note:** tenure is awarded on the first day of the fiscal year (June 1<sup>st</sup>) of the 7<sup>th</sup> year (Coral Gables and Rosenstiel), or the 9<sup>th</sup> year (MSOM).

## Coral Gables and Rosenstiel School of Marine, Atmospheric, and Earth Science

Appointment start date year = x

Review Type	Formula	If x = 2024 Review Due
Midpoint Review	Spring x + 3	Spring 2027
Mandatory Tenure Review	Fall x + 5	Fall 2029

Tenure effective June 1<sup>st</sup> [x + 6], unless otherwise specified due to initial appointment.

## Miller School of Medicine

Appointment start date year = x

Review Type	Formula	If x = 2024 Review Due
Midpoint Review	Spring x + 3	Spring 2027
Promotion to Associate Professor (tenure-earning)	Fall x + 5	Fall 2029
Mandatory Tenure Review	Fall x + 7	Fall 2031

Tenure effective June 1<sup>st</sup> [x + 8], unless otherwise specified due to initial appointment.

# Procedures for Faculty Review for Reappointment, Promotion, Tenure

The following summary of faculty review procedures is designed to assist you in meeting the University requirements for reappointment, promotion, and tenure. They are described in the order in which they occur, with references to the Faculty Manual concerning tenure and promotion contained in brackets following each procedure. At the outset of the review process, all faculty members should be thoroughly familiar with the “Scholarly and Professional Qualifications of the Faculty” [Faculty Manual C9] in the Faculty Manual, and any additional criteria established by their school/college and department. The University procedures that culminate in a decision regarding reappointment, promotion, and tenure are outlined in the Faculty Manual Section C13.

## **The Duties of the Chair (or Dean for non-departmentalized schools/colleges)**

Eligible faculty members on sabbatical can participate and vote on promotion/tenure review cases, should they choose to do so. Faculty do not lose voting rights while on sabbatical, unless they have signed a retirement agreement in which they relinquish voting rights, and/or they are on a terminal year sabbatical.

### Ongoing preparation for the process

- Ensure that each faculty member is informed at the time of initial appointment by the Chair or Dean, in writing, of the substantive standards and procedures generally employed by the University, the school/college, and the department/division in decisions affecting reappointment, promotion, and tenure [Faculty Manual C7.3 and C13.1].
- Remind each faculty member of their responsibility for maintaining an updated curriculum vitae (CV) for the department’s personnel file. Please note a template for the official UM CV format can be found on page 12 of this Promotion and Tenure Guidebook. Please remind each faculty member to carefully review their CV to ensure it is accurate, and that service positions and publications are up-to-date and categorized correctly, see Faculty Manual C13.3 and A14.4.

### Three Months Prior to Voting on Candidates

- At least three months prior to voting, inform probationary faculty members who must be reviewed about the procedures for evaluation.
- Any member of the faculty below the rank of Professor shall, upon written request, be considered for promotion. [Faculty Manual A14.3]
- Inform all candidates to be considered of their obligation to provide in a timely fashion a current curriculum vitae (using the UM CV template – found on page 12 of this Promotion and Tenure Guidebook), copies of publications, and any other relevant information for the department files. Verify status of any items described as *In Press* or *Accepted for Publication*; ensure that listing of the authors on articles accurately reflects the appropriate precedence of authorship (identify primary author in accordance with disciplinary conventions); and that the Principal Investigator is identified on all grants listed.

- Department Chairs (or Deans in non-departmentalized Schools) should request written evaluations (external review letters) from a minimum of five scholars who have reviewed the work of the candidate; note that files containing fewer than five arms' length external review letters cannot move forward in the review process. As described in the Faculty Manual, solicitation of external reviewers should follow consultation with the candidate and the relevant voting members of the faculty; note that individual schools and colleges may require more than five letters be submitted—please refer to your school/college's promotion and tenure guidelines. Reviewers must not have any personal relationship with the candidate, and any professional relationship should be at arms' length *i.e.* no prior or ongoing academic collaboration, or relationship as an advisor, mentor etc. In addition, reviewers must be recognized experts in the field of scholarly activity and must hold a rank equivalent, or superior, to the rank to which the candidate has applied to be promoted to. In the case of tenure review, the reviewers must hold tenure and a rank greater than or equal to the rank being proposed for the candidate at peer universities or well-recognized research institutions. The solicitation letter should request the reviewer to comment on the scholarly contribution of the candidate to the field. The letter of request should be prepared with the approval of the eligible voting faculty of the school or department, and the text should be shown to candidates and included in the candidate's file. Solicitation letters should not hint or suggest how the candidates are perceived by the department or Chair. A brief biographical sketch of each outside reviewer, including the source recommending the reviewer and a description of the relationship to the candidate, if applicable, must be appended to the respective letter as a cover page in the candidate's file (the cover page form can be found on page 12 of this Promotion and Tenure Guidebook). Note that candidates should not be informed of the names of potential reviewers. A candidate may submit a memorandum for inclusion in the file identifying persons who are thought to be unsuitable external reviewers and the reasons for that judgment, but the candidate may not exclude specific external reviewers [Faculty Manual C13.4(a)(ii)]. **All actions for promotion and tenure require a minimum of five (5) letters of external review.** Prospective reviewers who are known to have a personal relationship, or any academic collaboration with the candidate (e.g., coauthors, thesis advisors, mentors) may be solicited, but do not satisfy the requirement of the minimum of five required letters of evaluation.
- For a faculty member who holds a joint appointment, the Chair of the candidate's primary department (or school/college for non- departmentalized schools/colleges) shall initiate action to collect input from the secondary department (or school/college) as prescribed in the governing joint appointment agreement [Faculty Manual C4.4].
- Determine those departmental faculty members eligible to vote on each candidate(s). In cases where there are fewer than five faculty members eligible to vote on a candidate, an *Ad Hoc Review Committee* of five members must be appointed by the Dean. This committee will consist of all departmental faculty eligible to vote and provided for in the school's bylaws and will be augmented by faculty members from cognate disciplines within the University whose research and scholarly activities will enable them to help in evaluating the candidate. The total number of members on the committee must add up to five members. The department Chair shall not be included as one of the five members of this committee because the Chair will write a separate recommendation. The Chair presides at the meeting



of the voting faculty (in non-departmentalized Schools, the Dean would preside in the absence of a bylaw indicating a different individual to preside). Described below, the Chair's recommendation is submitted separately. The votes of this committee will replace the vote of the faculty reported on the DF-15 [Faculty Manual C13.4(b)(ii)]. Where possible, the same *Ad Hoc Review Committee* should be utilized for a candidate every year throughout the probationary period and tenure review. Moreover, candidates ideally should be made aware of those members who will deliberate on their case as early as possible in their probationary period so that they can receive appropriate mentoring.

#### One Month Prior to Voting on Candidates

- Encourage candidates to include a written career assessment as part of their file [Faculty Manual C13.4(a)(iii)]. The candidate's written career assessment document should provide the general context of and rationale for the candidate's work and describe the significance of their contributions to knowledge and the profession.
- Complete a "Teaching Evaluation" form (found on page 12 of this Promotion and Tenure Guidebook). The file of a candidate for reappointment, promotion, and tenure who has any teaching duties shall contain an assessment of teaching performance. For promotion to associate professor and for tenure, except for initial appointments, the file shall include an assessment of teaching made by the appropriate voting faculty on the basis of observation, and a summary and interpretation of the results of student evaluations. Students include individuals in professional training programs who are formally or informally instructed by the candidate. The faculty of each school and college is authorized to develop procedures governing the peer review and classroom visits by tenured faculty who are evaluating the teaching of non-tenured faculty members [Faculty Manual C13.4(a)(i)]. The method of student evaluation should be described, and the results interpreted, **but do not include raw data or copies of evaluation forms completed by students**. A clear and understandable summary of the results of formal student evaluations should be included.
- Make appropriate arrangements to facilitate the review of each candidate's scholarly publications, curriculum vitae, external letters, teaching evaluations and other relevant material by the eligible voting faculty and inform the voting faculty of these arrangements.
- Certify that the scholarly publications and other relevant materials have been carefully read and reviewed by one or more tenured faculty members. Ordinarily the Chair would be among the reviewers. In the case of faculty members in disciplines where these scholarly activities do not involve written material (for example, Art), certify that this material has been examined directly by an appropriate number of faculty members. The Scholarly Material Review Certification Form (found on page 12 of this Promotion and Tenure Guidebook) should list the publications reviewed and be completed for each candidate being reviewed for midpoint review, promotion and/or tenure. If work has been accepted for publication, but not in print, documents supporting acceptance should be attached.
- Provide written notice of the departmental meeting to all eligible faculty. The announcement shall be distributed well in advance of, but at least five academic days before the meeting and should include an agenda and the names of all candidates under consideration [Faculty Manual C13.4(b)(iv)]. Materials should be available for all voting members to examine at least five academic days in advance of the meeting.

- Inform eligible faculty voters unable to attend the meeting of their right to submit absentee ballots. Absentee ballots must be submitted before the departmental meeting to consider each candidate if they are to be counted [Faculty Manual C13.4(b)(iv)].

#### At the Time of Voting

- Check that only eligible faculty voters are present as each new candidate is considered [Faculty Manual A3; C10.3(a-b) and C13.4(b)(iv)].
- Provide the voting faculty with the opportunity to systematically examine each candidate's file and to deliberate on each case before a vote is taken at least five academic days prior to the vote [Faculty Manual C13.4(b)(iv)].
- Ensure that a reporter is elected from among the voting faculty to prepare the summary of the discussion of the voting faculty. This individual must be someone other than the Dean or Chair. The reporter must distribute the draft summary to the voting members for consensus prior to its inclusion in the file. Each candidate should promptly be informed by the Chair of the relevant recommendations of the faculty and of the recommendation of the Chair regarding their case. To maintain confidentiality, explicit references to numerical results of departmental and/or school voting should not be disclosed to the candidate (Faculty Manual C13.4(b)(v)). Note that the candidate may request from the Chair or Dean, an oral characterization of the approved reporter's summary and of the Chair's written views [Faculty Manual C13.4(a)(v), C13.4(b)(iv).]
- Ask each voter to vote by secret ballot, and if abstaining, to explain the reasons for abstention (a sample ballot form can be found on page 12 of this Promotion and Tenure Guidebook) [Faculty Manual C13.4(b)(iv)]. If the candidate is being considered for promotion and tenure, two votes must be taken, one for the promotion and a second for award of tenure.
- Designate two voting faculty to count the ballots and tally the results. For departments using online voting, the two faculty members are responsible for authenticating and verifying the voting process. Voting must be conducted in accordance with Faculty Manual C20.9. Record the vote on the DF-15 Form (found on page 12 of this Promotion and Tenure Guidebook) for each candidate [Faculty Manual C13.4(b)(iv)].
- Inform the electorate of the results of the vote [Faculty Manual C13.4(b)(iv)].
- Remind the voting faculty that each is encouraged, but not required, to submit to the Chair a brief signed letter explaining their vote. Advise the faculty of the deadline for submitting letters. Such submissions become part of the candidate's file and will be treated as confidential in the same fashion as are external letters. Receipt of each letter will be acknowledged in writing from the Office of the Provost.

#### After the Vote – Duties of the Chair or Dean (in a non-departmentalized school)

- Prepare a separate recommendation and evaluation of each candidate based upon your personal assessment [Faculty Manual C13.4(b)(v)].
- If this is a Special Review (mid-point, promotion, or tenure review), verbally inform each candidate and the voting faculty of the recommendations of the voting faculty and of the Chair **promptly** after the departmental meeting [Faculty Manual C13.4(b)(v)].

- In no case should numerical results (including “unanimous” results) be revealed to candidate.
- Forward each candidate’s file, including the completed Form DF-15, teaching evaluation form, the Chair’s recommendation, summary of the voting faculty, the candidate’s career assessment, curriculum vitae, external letters, external letter cover pages, copy of the letter used to solicit the external letters, scholarly material review certification form, and all past DF-15 Forms [Faculty Manual C13.4(b)(v)].

### **Duties of the Dean**

- Review the procedures followed at the departmental level to make sure each candidate has received a fair and proper evaluation. The complete file should be reviewed by the Dean personally to insure appropriateness, accuracy, and fairness of all comments about candidates [Faculty Manual C13.4(b)(vii)].
- An advisory committee may be used to assist the Dean in evaluating the record of all candidates for promotion and tenure. For the recommendation of this advisory committee to become part of the candidate’s file, the composition and method of selection of the members of this committee must be established by bylaw within the school/college. Recommendations of any advisory group not established by bylaw may not be included or cited in the candidate’s file [Faculty Manual C13.4(b)(vi)].
- Prepare a memorandum assessing the candidate’s scholarship, teaching, service, and other considerations [Faculty Manual C13.4(b)(vii)].
- Ensure that a complete file on each candidate is provided to the Office of Faculty Affairs. Please refer to the appropriate checklist (found on page 12 of this Promotion and Tenure Guidebook) for information on what to include in the file and general instructions.
- The Dean may be invited to meet with the Academic Personnel Board to discuss the Dean’s recommendations for promotion and tenure on specific cases. A Chair may be asked to meet with the Academic Personnel Board in those cases when it is perceived that the Chair’s comments would aid in the deliberations of the Academic Personnel Board. At the request of the Provost, the Dean will also be invited to appear before the Academic Affairs Committee of the Board of Trustees to discuss their recommendations for tenure.

# Checklists, Forms, and other Resources

## Checklists

- [Midpoint Review](#)
- [Promotion and Tenure Review](#)
- [Non-Tenure Track Multi-Year Reappointment Review](#)
- [Track Change \(Non-Tenure Track to Tenure Track\)](#)
- [Track Change \(Tenure-Track to Non-Tenure Track\)](#)
- [Initiation of Special Tenure Review Request](#)

## External Letter Solicitation Templates

- [Midpoint Review \(REGULAR faculty\)](#)
- [Promotion to Associate \(RESEARCH, LIBRARIAN, EDUCATOR faculty\)](#)
- [Promotion and Tenure \(REGULAR faculty\)](#)
- [Promotion to Professor \(UNIVERSITY faculty\)](#)

## Forms

- [Tenure Clock Extension Request](#)
- [DF-15](#) (including the instructions on how to fill it [here](#))
- [Letter of External Review – Cover Page](#)
- [Scholarly Material Review Certification Form](#)
- [Teaching Evaluation Form](#)<sup>2</sup>
- [University of Miami \(Suggested\) Ballot Form](#)

## Others

- [University of Miami Curriculum Vitae](#)

You may also access the resources listed above via the **Office of Faculty Affairs Promotion and Tenure website**: <https://facultyaffairs.miami.edu/promotion-and-tenure/index.html>.

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<sup>2</sup> If your school/college has its own teaching evaluation form, you may use it instead of the one provided here. However, it should include summary of student evaluation and assessment of classroom teaching based upon classroom visitation by voting faculty (if applicable based on the Faculty Manual and College/School bylaws policies). **Please do not attach raw data or copies of evaluation forms completed by students.**

# Voting Matrix

Key:		TENURE TRACK				RESEARCH			CLINICAL EDUCATOR/ EDUCATOR		
X = Eligible to vote		TENURE-EARNING		TENURE		ASST	ASSOC	PROF	ASST	ASSOC	PROF
O = Eligible if authorized by faculty vote		ASST PROF	ASSOC PROF	ASSOC PROF	PROF	PROF	PROF	PROF	PROF	PROF	PROF
ACTION	TO/OF	ASST PROF	ASSOC PROF	ASSOC PROF	PROF	ASST PROF	ASSOC PROF	PROF	ASST PROF	ASSOC PROF	PROF
<b>Departmental Initial /Consultative</b>	Tenure-earning Asst Prof	x	x	x	x						
	Tenure-earning Assoc Prof	x	x	x	x						
	Award of Tenure Assoc Prof	x	x	x	x						
	Award of Tenure Prof	x	x	x	x						
	Research Asst Prof	x	x	x	x						
	Research Assoc Prof	x	x	x	x						
	Research Prof	x	x	x	x						
	Asst Prof of Clinical	x	x	x	x						
	Assoc Prof of Clinical	x	x	x	x						
	Prof of Clinical	x	x	x	x						
<b>Appointment</b>	Tenure-earning Asst Prof			x	x						
	Tenure-earning Assoc Prof			x	x						
	Award of Tenure Assoc Prof			x	x						
	Award of Tenure Prof				x						
	Research Asst Prof			x	x						
	Research Assoc Prof			x	x						
	Research Prof				x						
	Asst Prof of Clinical			x	x						
	Assoc Prof of Clinical			x	x						
	Prof of Clinical				x						
<b>Reappointment</b>	Tenured Assoc Prof making progress toward Promotion to Prof				x						
	Tenure-earning Asst Prof			x	x						
	Tenure-earning Assoc Prof			x	x						
	Research Asst Prof		o	x	x		o	o			
	Research Assoc Prof			x	x			o			
	Research Prof				x						
	Asst Prof of Clinical		o	x	x				o	o	
	Assoc Prof of Clinical			x	x					o	
	Prof of Clinical				x						o
	<b>Promotion</b>	Assoc Prof (Tenure Track)			x	x					
Prof (Tenure Track)					x						
Research Assoc Prof			o	x	x		o	o			
Research Prof					x			o			
Assoc Prof of Clinical			o	x	x				o	o	
Prof of Clinical					x						o
<b>Award of Tenure</b>	Assoc Prof			x	x						
	Prof				x						

## Faculty Manual Citations

C10.2(d)	The VOTING FACULTY for tenure are those tenured faculty equal or superior in rank to the candidate and for promotion those tenured faculty superior in rank to the candidate.
C11.1	The entire REGULAR FACULTY of a department are entitled to vote on each new appointment. In periods of recess, in summer sessions, and in departments with thirty-five or more members a committee of at least five members of the voting faculty shall be appointed, at the discretion of the chair and in accordance with department bylaws, to vote on the candidate.
A2.1 (c)	The REGULAR FACULTY shall consist of all faculty having tenured or tenure-earning appointments who hold the rank of Professor, Associate Professor, or Assistant Professor.
A3.1(b)	A school may by majority vote of its tenured REGULAR FACULTY extend voting rights to RESEARCH FACULTY in any or all of the following matters: (1) Reappointment of RESEARCH FACULTY of lower rank; (2) Promotion of RESEARCH FACULTY of lower rank; (3) Evaluation of the department chair; and (4) Evaluation of the dean.
A3.1 (c)	A school may by majority vote of its tenured REGULAR FACULTY extend voting rights to EDUCATOR FACULTY in any or all of the following matters: (1) Reappointment of EDUCATOR FACULTY of lower rank; (2) Promotion of EDUCATOR FACULTY of lower rank; (3) Evaluation of the department chair; and (4) Evaluation of the dean.
A3.1(f)	Voting rights of RESEARCH FACULTY, EDUCATOR FACULTY or LIBRARIAN FACULTY may not be extended to any matter pertaining to charter amendments, the rights and privileges of the tenured REGULAR FACULTY or to the reappointment promotion or tenure of members of the REGULAR FACULTY.
A3.1 (d)	Extension of voting rights to LIBRARIAN FACULTY apply only in the University Libraries. The LIBRARIAN FACULTY are entitled to vote on all matters, including those listed below, for which they are qualified by rank and title, with the exception of reappointment, promotion and award of tenure of the REGULAR FACULTY, evaluation of the Provost, and ratification of amendments to the Faculty Government Charter. LIBRARIAN FACULTY holding five-year term appointments may vote on: (1) Appointment of LIBRARIAN FACULTY of equal or lower rank; (2) Reappointment of LIBRARIAN FACULTY of lower rank, or of equal rank with less time in rank; (3) Promotion of LIBRARIAN FACULTY of lower rank; and (4) Evaluation of the Dean and University Librarian.



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