



**Notice of Election
for the
Provost's Advisory Committee on Promotion and Tenure**

To: Tenured and Tenure-Track Faculty
From: Ramesh Raina, Senate Agenda Committee Chairperson
Padmal Vitharana, Senate Committee on Appointment and Promotions Chairperson

Date: October 31, 2018

On behalf of the Senate, we would like to let you know that an election ballot will be sent to faculty in the College of Arts and Sciences—Humanities, College of Law, and College of Visual and Performing Arts electorates on **Wednesday, November 7** for the purpose of electing representatives to the Provost's Advisory Committee on Promotion and Tenure (Advisory Committee).

Please take this opportunity to review the details about the election and ballot and review the attached listing of tenured professors eligible to serve as faculty representatives.

1. What is the purpose of the Advisory Committee?

In May 2014, the Board of Trustees, against the recommendation of the Senate, changed the faculty promotion policies and set an expectation of new directions in our approach to making tenure decisions. The most important element of the new policy was to make the promotion process consistent with the tenure process, with equivalent paths from the schools and colleges through the provost and to the Chancellor and the Board of Trustees. To assist in implementing this new direction, the Advisory Committee, a University-level review and advisory committee, was established.

The Advisory Committee is comprised of senior faculty who assist the provost in promoting the highest academic standards across the University. The Advisory Committee's advice is intended to balance comparable excellence across the schools and colleges with the need to support the specific excellence of each.

The Advisory Committee will read all candidate files designated by the Office of Academic Affairs to contain substantive disagreements between any layers of recommendation and those files that have the strong possibility of a negative determination. The Advisory Committee members will engage in timely consultation with the provost, offer an advisory vote, but will not issue a formal report or consider appeals.

Beginning each academic year, the Advisory Committee will have a different composition than in the first two years of the Advisory Committee's existence. Each school and college will elect a representative who will be eligible to be called upon by the provost to review individual cases. Each representative will serve for a period of two years. As needed, the associate provost for faculty affairs will convene seven members from the pool of twelve elected Advisory Committee members to review individual cases. The Advisory Committee is chaired by the provost and includes the vice president for research (or another full professor designee of the provost) and the

associate provost for faculty affairs, the latter of whom serves as convener of the Advisory Committee.

Advisory Committee members will not be eligible to serve two consecutive terms.

2. What is composition of the electorates?

Following a review of the Advisory Committee's first two years, and in the spirit of ensuring greater disciplinary diversity and representation on the Advisory Committee, the electorates were reconfigured.

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Each school and college will now elect a representative who will be eligible to be called upon by the provost to review individual cases. Each representative will serve for a period of two years. As needed, the associate provost for faculty affairs will convene seven members from the pool of twelve elected Advisory Committee members to review individual cases. Those seven members will be selected based on disciplinary closeness with that of the faculty member whose case is under review, but will not be a person who has had any prior role in the tenure of promotion review or recommendation relating to that particular case within a department, school or college. Those Advisory Committee members currently serving out an existing term will continue to represent their respective school or college electorate for the remainder of that Advisory Committee member's current term. Electorates without a representative* will receive a faculty ballot to cast a vote.

Table 1

Electorate	School/College	Representative	Term Ends
1	Architecture	Susan Henderson	May 2019
2	Arts and Sciences—Humanities	*	
3	Arts and Sciences—Sciences	Laura Lautz	May 2019
4	Education	Melissa Luke	May 2019
5	Engineering	Mark Glauser	May 2019
6	Falk	Ambika Krishnakumar	May 2019
7	iSchool	Kevin Crowston	May 2019
8	Law	*	
9	Maxwell	John Burdick	May 2019
10	Newhouse	Dennis Kinsey	May 2019
11	Whitman	Amber Anand	May 2019
12	Visual and Performing Arts	*	
--	Vice Chancellor and Provost	Michele G. Wheatly, Chair	--
--	Vice President for Research	John Liu	--
--	Associate Provost for Faculty Affairs	LaVonda N. Reed, Convener	--

* Represents a vacant position.

3. Who served in the 2017-2018 academic year?

Table 2

Electorate	Faculty	Start of Term	End of Term
1	Susan Henderson	Sep-2017	May 2019
2	Gwendolyn Pough	Sep-2016	May 2018
3	Laura Lautz	Sep-2017	May 2019
3	Melissa Luke	Sep-2017	May 2019
4	Mark Glauser	Sep-2017	May 2019
5	Ambika Krishnakumar	Sep-2017	May 2019
6	Kevin Crowston	Sep-2017	May 2019
7	Margaret Harding	Sep-2017	May 2019
8	John Burdick	Sep-2017	May 2019
9	Dennis Kinsey	Sep-2017	May 2019
10	Amber Anand	Sep-2017	May 2019
11	Ralph Zito	Jan-2016	May 2018

4. Why am I, or am I not, voting again?

There are vacancies in only three electorates. Professors Gwendolyn Pough and Ralph Zito have completed their two-year terms. Professor Margaret Harding will be on research leave in spring 2019. Only those electorates are voting.

5. Who is eligible to vote in the election for representatives to the Advisory Committee?

All tenured and tenure-track Syracuse University faculty members are eligible to vote for Advisory Committee representatives within their electorate.

6. Who is eligible to serve on the Advisory Committee?

Tenured full professors are eligible to serve on the Advisory Committee, as members must be eligible within their respective school or college to vote on all promotion and tenure cases, including those cases for promotion to full professor. In cases where a faculty member serves on a school or college committee, that faculty member must recuse themselves from the deliberations of the Advisory Committee including cases in which they have had a prior role. While all members of the Advisory Committee must be full professors, there is no requirement of prior or current service on a school or college promotion and tenure committee.

Additionally, faculty in administrative roles may not be eligible to serve on the ballot depending on their promotion and tenure responsibilities such as deans, senior associate deans, associate provosts, vice presidents, the provost and the Chancellor.

7. What is the process for voting?

The University Senate Committee on Appointment and Promotions and the Senate Agenda Committee will administer the election for the Advisory Committee. All eligible faculty members will receive a ballot via email containing a link to an electronic ballot. All tenured and tenure-track faculty have been assigned to an electorate and will vote for three representatives from their respective electorate (See Table 1).

8. What is the timeline for the election process?

An email containing the ballot election link will be sent to faculty on Wednesday, November 7, 2018. The voting will begin on Wednesday, November 7, 2018 and will remain open for one week closing on Tuesday, November 13, 2018.

9. What is the process for selecting the representatives?

After the election closes the chairperson of the Senate Committee on Appointment and Promotions or the chairperson's delegate, will contact the top vote getters in each electorate and will present a slate of three from each electorate. The provost will select candidates from the slate for Advisory Committee membership.

10. If I have a joint or courtesy appointment, in which electorate will I vote?

Any tenured or tenure-track faculty with either a joint or courtesy appointment will vote in the electorate of his or her primary faculty appointment. *Any faculty member with such an appointment who would prefer assignment to the electorate of his or her secondary faculty appointment, please contact us at [susenate@syr.edu](mailto:susenat@syr.edu).* No faculty member is eligible to vote more than once or in more than one electorate.

11. Whom should I contact with questions?

If you have any technical questions about voting, please email help@syr.edu or call 315-443-2677.

For all other questions, please contact [susenate@syr.edu](mailto:susenat@syr.edu).