Modification of Procedures for Waiving Probationary Service

WHEREAS, Article 7, Section 5 provides a procedure for waiving the probationary service period of a new hire, yet that policy is unclear and lacks detail as to how the process should work;

WHEREAS, clear and consistently applied policies are important for the uniformity, fairness, and transparency of the process of waiving probationary service;

THEREFORE, BE IT RESOLVED THAT the University of Illinois at Springfield Campus Senate approve the following changes to Article 7, Section 5 of the UIS Faculty Personnel Policies.

ARTICLE 7

TENURE

Section 5. Waiver of Probationary Service

Waivers of probationary service can be granted only if the person for whom the waiver is sought holds academic credentials within a disciplinary area appropriate to one of the academic Departments at the University of Illinois at Springfield. The Chancellor may recommend a waiver of probationary service for tenure for persons at the time of appointment. Such waivers
will not be granted without deliberation by and positive recommendation of the appropriate academic Department Personnel Committee in the College in which the faculty is cost-centered has their tenure home and the Campus Tenure Review Committee.

A. Full-Time Administrative Appointment

When the candidate for whom a waiver is sought is being appointed as a full-time administrator, Distinguished Chair, Distinguished Professor, Associate Professor or Full Professor, the Chancellor or Chancellor’s designee may recommend to the Vice Chancellor for Academic Affairs a waiver of probationary service for tenure at the time of appointment. The Vice Chancellor for Academic Affairs shall submit the request to the Dean of the College of the Department in which the faculty will be cost-centered will have their tenure home. The Dean shall provide the Department and the Tenure Review Committee a current vita and a memo that provides a substantial rationale for how the candidate meets each of the criteria for tenure, and supporting documentation as needed. The Department Personnel Committee shall submit a written recommendation to the Dean, who shall forward the recommendation to the Tenure Review Committee. The Tenure Review Committee shall provide a written recommendation to the Vice Chancellor for Academic Affairs, who shall review it along with all prior recommendations and submit a written recommendation to the Chancellor. The Chancellor shall review all materials generated in the evaluation process and formulate a recommendation to the University President and/or Board of Trustees. The Chancellor shall notify the candidate of her/his recommendation with a copy to the Vice Chancellor for Academic Affairs, the Dean, the TRC Chair, the Department and the Personnel File.

B. Distinguished Chairs, Distinguished Professors, or Directors

When the candidate for whom a waiver is sought is being appointed with the rank of Associate or Full Professor as a distinguished or endowed Chair or as a Director in a Department, the Dean of the College of the Department in which the faculty will be cost-
centered shall provide the Tenure Review Committee with a current vita and a memo that
provides a substantial rationale for how the candidate meets each of the criteria for tenure,
and supporting documentation as needed.

C. Associate or Full Professors

When the candidate for whom a waiver is sought is being appointed with the rank of
Associate or Full Professor, the Dean of the College of the Department in which the faculty
will be cost-centered shall provide the Tenure Review Committee with a current vita, a
memo that provides a substantial rationale for how the candidate meets each of the criteria
for tenure, and supporting documentation as needed.