

### **3354:1-30-07 Tenure Policy**

- (A) Tenure is awarded to the College's instructional and non-instructional faculty in recognition of excellence in instruction, research, service, or commercialization. Tenure, by tradition, is evidence of an academic institution's support of academic freedom and the professional responsibility of the individual to whom tenure is awarded.
- (B) Tenure, the continuous appointment to employment, awarded by the Board of Trustees is the College's most effective means for establishing a climate of academic freedom and professional responsibility.
- (C) All tenure-track faculty shall become eligible for tenure after five (5) years of service to the College during which they have served over 50% of their annual contractual time in a teaching capacity. Teaching capacity is defined by the College as: classroom instruction, College librarian service, or counseling services. Additionally, in order to be granted tenure, tenure-track faculty must meet the criteria governing eligibility for the rank of assistant professor and have demonstrated teaching ability, creative achievement, academic integrity, and professional service to the College. Once awarded, tenure shall be continuous until the retirement of the faculty member or the termination of the individual's contract.
- (D) All tenured faculty (post tenure) continue to actively participate in annual faculty evaluations per Policy 3354:1-30-08. In situations in which a tenured faculty member has received a "does not meet performance expectations" within the same evaluative category for a minimum of two of the past three consecutive years, the tenured faculty member will undergo additional post-tenure evaluations.
  - (1) The associate dean, school dean or provost office may require an immediate and for cause post tenure review at any time for a faculty member who has a documented and sustained record of significant underperformance outside the faculty member's annual performance evaluations. For this purpose, for cause shall not be based on a faculty member's allowable expression of academic freedom.
  - (2) The post tenure review period, from beginning to end, shall not exceed 6 months, except that a one-time, two-month extension may be granted by the President.
  - (3) The Provost's office will submit a recommended outcome of the post-tenure review process to the President to include recommendation of censure, remedial training, or for-cause termination.
  - (4) All tenured faculty whose post-tenure review results in a recommendation for administrative action shall have the right to appeal such recommended administrative action as follows to the extent allowed by law:

- a. An Informal Consultation will be held within fifteen (15) working days of the final evaluation between the faculty member and the Asst. Dean/Assoc. Dean to discuss and resolve the faculty members' concerns with the evaluation.
- b. If they are unsuccessful, a formal appeal to the Dean must be filed within fifteen (15) working days from the impasse or the 15<sup>th</sup> working day from the initial informal consultation, whichever comes first. Within ten (10) working days of the filing of the appeal, a meeting will be held between the Dean, the faculty member, and if the member so elects, a representative of CCC-AAUP. Following this meeting the Administrator will issue a written answer to the Appeal within seven (7) working days of the meeting or the Appeal is automatically escalated.
- c. If the appeal is not satisfactorily resolved following the meeting, the faculty member may in writing appeal the decision, specifying why the appeal decision was in error, to the Campus President/Vice President of Faculty & Academic Affairs within seven (7) working days of the written answer to the appeal. The Campus President/Vice President of Academic Affairs will hold a resolution meeting with the faculty member, and if they so elect, a representative of CCC-AAUP within ten (10) working days after receipt of the decision. The Campus President/Vice President of Faculty & Academic Affairs will issue a written decision within seven (7) working days after the close of the meeting or the Appeal automatically escalates to the Provost's Office or their designee.
- d. The faculty member may Appeal the decision in writing within seven (7) working days after receipt of the Campus President/Vice President of Faculty & Academic Affairs decision and must specify the reasons the previous decision was in error. The Provost's Office will hold a meeting with the faculty member and a representative of CCC-AAUP within ten (10) working days of receiving the decision of the Campus President/Vice President of Faculty & Academic Affairs and the Provost's Office will render a written response within seven (7) working days after the close of the meeting referenced in paragraph (c) above.
- e. If the faculty member is dissatisfied with the decision of the Provost's Office, the faculty member or CCC-AAUP may refer the matter to binding arbitration within ten (10) working days after the issuance of the Provost's Office decision or by agreement of the parties. Arbitration will be limited to reviewing the College's recommendations of "for-cause termination" and procedural challenges to the appeals process. Notwithstanding any of the timelines set forth above, the parties may agree upon another expedited arbitration procedure.

(E) Should a faculty member be denied tenure at the time of eligibility, the College

shall provide the member with written reasons for the denial.

- (F) A tenured faculty member may be terminated due to retrenchment or just cause.
- (G) The Executive Vice President for Academic and Student Affairs, using appropriate governance guidelines, is authorized to develop and implement procedures necessary to carry out this policy.
- (H) This Policy shall be reviewed at least every five years following Board adoption and the post-tenure review procedures shall be submitted to the Chancellor at the same interval.

Effective date: July 10, 2025

Prior effective date: July 31, 2006