




UNIVERSITY OF KENTUCKY

October 23, 2000

Office of the President  
University of Kentucky  
Lexington, KY 40506-0032  
(859) 257-1701  
[www.uky.edu](http://www.uky.edu)

MEMORANDUM

TO: Deans, Directors and Chairs

FROM: Charles T. Wethington, Jr., President 

SUBJECT: Criteria for Appointment, Promotion and Granting of Tenure

This memo is to, again, indicate that each college, department or academic unit should develop general understandings or descriptions of the kinds of performance in teaching, research and service that would be regarded as sufficient to support recommendations for appointment, promotion, and the granting of tenure. During formal second and fourth year reviews of non-tenured faculty, AR II-1.0-5 requires that each unit administrator consult with the tenured members of the faculty regarding the progress of each non-tenured faculty member toward consideration for tenure in terms of the "unit's expectations". The same regulation requires that the annual performance review of each non-tenured faculty member must include some discussion concerning the individual's progress toward consideration for tenure in terms of the "unit's expectations." Thus, some unit-level articulation of the kinds of performance in teaching, research and service that would warrant a recommendation for promotion and tenure is appropriate for use in these reviews. Such an articulation would be informative for both tenured and non-tenured faculty and would be fully consistent with the fact that tenured faculty play a consulting role in the tenure/promotion process and with the fact that departments and colleges play a recommending role in that process. Whether this articulation is done by the unit itself, or whether the unit delegates the task to the dean or chair is a matter best left to the individual units.

The University System has a clearly defined process of department chairs consulting with faculty concerning appointments, granting of tenure, etc. Faculty members in many cases are required to write letters concerning candidates for appointment and/or promotion and tenure. Department chairs also make recommendations on these matters, preliminary to further review by college committees and area committees in some cases. Deans, chancellors, and the President recommend (1) promotions at the Associate Professor rank and above and (2) tenure. The ultimate deciding authority on the granting of tenure and/or promotions to the rank of Associate Professor and above is the Board of Trustees. The criteria to be used in the above-described process are set by the institution, and are uniform across the institution. Those criteria are set forth in Parts V, VI, VII, VIII, IX, X and XI of Administrative Regulation II-1.0-1. In no instance shall a unit's articulation of the kinds of performance that might warrant appointment,

promotion or tenure recommendations be construed to supersede or in any way bind an individual faculty member, a committee, a department chair, a dean, a chancellor/vice president, or the President in his or her ultimate professional judgment about whether the candidate has fully satisfied the official University criteria set out in the Administrative Regulations.

cc: James Holsinger, Chancellor  
Elisabeth Zinser, Chancellor  
Juanita Fleming, Special Assistant to the President  
Richard Plymale, General Counsel  
Professor William Fortune, Chair, Senate Council

2086/ds