5.1 By-Laws of the Academic Council of Wesleyan University

In cases in which a college, program, or ad hoc committee makes or joins in a recommendation, references to a department also pertain to them.

**Sec 405e. Notification to Candidates.** If the Review and Appeals Board concurs with the negative recommendation of the Advisory Committee, the candidate, upon receiving notification of this concurrence, may, upon request, receive a written summary of the Advisory Committee’s reasons for its recommendation.

**Sec. 406. Appeals by Candidates.** Should the Advisory Committee and the Review and Appeals Board determine that the negative recommendation in a case did not involve a telling procedural error or a decision based on any of the three inappropriate criteria, the candidate has no right to have the case reconsidered by the department. A candidate has no right of appeal to the Review and Appeals Board or to the Faculty Committee on Rights and Responsibilities of a negative recommendation for tenure, reappointment, or promotion, made by the department or the Advisory Committee.

**See Flow Diagram for Review of Cases Conferring Tenure.**

**Other Personnel Actions:**

**Sec. 407. Administrative Appointments.** For administrative appointments primarily concerning academic affairs (Vice President for Academic Affairs and Provost, Vice President for Student Affairs, and Librarian, for example), the President normally asks the concurrence of the Review and Appeals Board in his/her recommendations.

**Sec. 408. Appointments and Promotions Not Conferring Tenure.** The president reports to the Review and Appeals Board non-tenure appointments he/she has made or intends to make. The president also reports non-tenure promotions and promotions to the rank of professor that do not newly confer tenure.

**Sec. 409. Summer Appointments and Emergencies.** During the summer, or in emergencies, non-tenured appointments and promotions are made by the president with the concurrence of the appropriate department chair. In extraordinary circumstances, the president may recommend a tenure appointment during a recess of the University after seeking concurrence of as many members of the Advisory Committee and the Review and Appeals Board as are readily available.

**Part V. Faculty Appointment Contracts**

**Sec. 501. Intention.** In framing the following regulations the Academic Council intends to act in accord with the 1940 Statement of Principles of the American Association of University Professors.
Sec. 502 Criteria. Teaching, scholarship, and colleagueship are the three basic criteria by which a candidate for appointment, reappointment, and promotion to the high ranks should be judged. Both performance and promise in these categories should be evaluated.

Sec. 502a. Teaching. For purposes of evaluation, teaching refers primarily to classroom performance and promise as evaluated by students and other teachers. The influence on and contribution of the candidate to the teaching of his/her colleagues should also be considered. Supplementary evidence might include a candidate’s contribution to formulating new or improved courses, programs, or teaching techniques and also his/her availability to and effect on students as a counselor.

Sec. 502b. Scholarship. Refers to intellectual power, depth and breadth of knowledge, originality and skill in research, creativity and significance of executed work, past contributions to knowledge, and promise of future growth. Published, performed, and executed works, important as a contribution to knowledge and understanding, are also the clearest measure of their author’s scholarship. Other evidence might include mastery of skills and disciplines outside the candidate’s field.

Sec. 502c. Colleagueship. Refers to contributions to the collegial life of the faculty as a community of scholars and to faculty and university service. Colleagues are expected and encouraged to contribute generously to multiple aspects of university life. Of particular importance is service at the department/program and university level. Equally important is effectiveness in stimulating the thinking of colleagues and encouragement and constructive criticism of their work, both on the more formal occasions when faculty meet for serious discussion and in day-to-day associations with colleagues inside or outside the department. Sharing service in an equitable manner helps establish the conditions for sustaining a stimulating atmosphere for all faculty members at Wesleyan.

Sec. 502d. Additional Considerations. Besides these basic criteria, each case involves special factors that must be evaluated individually. Although tenure should not be considered a reward for administrative or committee work, the skills or wisdom so demonstrated may answer real needs of the University. These and other special aptitudes or achievements may strengthen the case for a candidate.

These general University criteria are meant to be interpreted by departments and programs in the specific terms appropriate to their fields and disciplines. Such interpretations, which may be in writing, should be communicated by department and program chairs both to faculty members when hired and to the administration.
Sec. 503. Notification. All notices of appointment, reappointment, promotion, or termination of appointment are made in writing by the president or his/her designee, and thus become valid, except that appointments or promotions to tenured positions become valid only when they have been approved by the Board of Trustees. No oral assurances shall be binding.

Sec. 504. Appointments Without Tenure:

Sec. 504a. Ranks. The ranks of instructor, assistant professor, and lecturer do not carry tenure. In exceptional circumstances, the rank of associate professor may be granted without tenure.

Sec. 504b. Initial Appointments. Initial appointments shall normally be made for terms of four years.

Sec. 504c. Reappointments. Before the end of the third year of an initial appointment of four years, a decision shall be made either to terminate the appointment at the end of the fourth year or to reappoint. Such reappointment shall normally be for four years, unless the faculty member has taught full-time at another institution before coming to Wesleyan.

Sec. 504d. Total Length of Appointments and Reappointments. The total period of full-time service as an instructor and/or assistant professor and/or lecturer and/or associate professor without tenure at Wesleyan, together with the years of full-time college or university teaching elsewhere, shall not exceed eight years, except that, if the years of full-time college or university teaching elsewhere amount to more than four, the period of service at Wesleyan may run to four years.

[Also see “Advisory Committee Policy on the Total Length of Appointments and Reappointments,” included under “Advisory Committee Policies.”]

Sec. 505. Appointment and Promotion to Ranks Conferring Tenure:

Sec. 505a. Timing of Promotions Conferring Tenure. Promotions conferring tenure may be made at any time. Decisions on such promotions must be made by the end of the seventh year of the appointee’s full-time college or university teaching, except that, if the years of the appointee’s full-time college or university teaching elsewhere amount to four or more, the decision may be made as late as the end of the third year of his/her appointment at Wesleyan.

Sec. 505b. Terms and Criteria for Associate Professor. Appointments and promotions to the rank of associate professor shall normally be without limit of time. Such an appointment or promotion shall be made only if it is expected that the faculty member will qualify for a professorship in due course. [For further details see sections 502, 502a-d, and 505c.]
Sec. 505c. Promotion to Professorship. Promotion to a professorship will depend mainly on the candidate’s performance since receiving tenure. There should be significant additional scholarly and/or artistic accomplishments. Teaching done after receiving tenure should be at least as good as teaching done before that time. The candidate should have continued to make collegial contributions. [For further details see sections 502, 502a-d.]

Part VI. Amendment and Publication of Academic Council By-Laws

Sec. 601. Amendment. These by-laws may be amended by a two-thirds vote of members present at any meeting of the Academic Council, provided that notice shall have been given at least five days in advance of the meeting, and provided that the members in attendance constitute a special quorum of 40%. Voting shall be by ballot.

Sec. 602. Publication. Copies of the “Academic Council By-Laws” shall be available at all times to the faculty. Each new member of the faculty shall receive a copy of these by-laws upon his/her appointment to the faculty. When these by-laws are amended, each member of the faculty shall receive a copy, duly revised.