

DEOHS Tenure Policy

Adopted by the Budget and Management Committee on May 1, 2018

Overview

The department can recommend tenure to faculty members who are considered to be of the highest scholarly and professional character, according to the [Faculty Code \(section 25-41\)](#). This decision must be made with careful consideration as it guarantees employment for the faculty member for the entirety of their academic careers at the University of Washington.

According to the School of Public Health's [handbook](#), each department is to establish its own policy with regard to the granting of tenure. It is this policy that the Faculty Council and the Dean will use to evaluate both the faculty member's career as well as their future prospects in academia.

The decision about tenure involves future expectations with regard to the faculty member's:

- Commitment to the teaching program and ability to sustain their teaching program well into the foreseeable future
- Contribution to the department's research in a particular area
- Demonstrated collegiality
- Proven leadership
- Ability to further or strengthen the department's overall mission

The Faculty Council does not judge the department's criteria but ensures that they are following their own rules and applying them equitably. The Faculty Council will make their recommendation to the Dean based on the following:

- How well the department appears to be applying its own documented policy.
- Strength of an argument for special case, if applicable.
- Whether or not the department is applying its policy equitably, to the knowledge of the Council.

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DEOHS Qualifications

1. Appointment in the Department at the Associate Professor (or higher) rank with a superior record of prior activity in the Department in all faculty domains of teaching, research and service for at least one year. Except for the limitation of one year of prior activity as a faculty member in the Department, the length of appointment in the Department in a non-tenured status will not be the determining factor in prioritizing faculty nomination for tenure.
2. Demonstration of excellence in research and teaching in the Department and in other professional appointments. The research and teaching of the candidate must clearly fit well within the education and research goals of the Department.
3. Achievement of national stature in their area of specialization by virtue of leadership roles in scientific activities and/or election or nomination to National Committees, Advisory boards, or professional/scientific societies.
4. Exceptional service to the Department, School and University and the communities that they serve.
5. Clear evidence of collegiality with other members of this department.
6. Demonstration of sustained ability to obtain external funding for research programs.

Tenure Review Process

1. Tenured faculty in DEOHS will serve as a nominating committee. At the Annual Faculty Review meeting, the chair of the Annual Faculty Review committee shall notify the faculty as to which faculty members are tenure eligible. The faculty present will then review all tenure-eligible faculty and make prioritized recommendations for tenure to the Chair.
 2. The Chair meets with those faculty member(s) who were recommended by the faculty for tenure and determines whether the faculty member would like to be reviewed for tenure. If the faculty member would like to be reviewed, a tenure packet is created following the School's guidelines.
 3. At a faculty meeting, the Chair will present to the eligible voting faculty (all associate professors and professors) those candidates who are being reviewed for tenure. During the meeting a designated faculty member will take notes in order to prepare a summary of the discussion. Following discussion and possible modification by the voting faculty, a formal ballot will be taken by the eligible voting faculty to accept or reject the recommendation for granting tenure for each candidate. The meeting summary will be sent to the individual and they will be provided an opportunity to respond in writing. After receiving the response from the individual being reviewed for tenure, the Chair will forward the result of this vote and any relevant comments from the faculty discussion along with his/her own independent assessment and recommendations regarding the tenure awards to the Dean of the School of Public Health and the Faculty Council.
 4. If a faculty member is nominated for tenure but does not receive a favorable vote
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from the faculty, he/she will continue in their current position with their WOT title and remains eligible for future tenure consideration.

5. Tenure awards will normally be made with a guarantee of 50% of salary.
6. Promotion to or appointment as either Associate or Full Professor is independent of award of tenure. The granting of tenure in each case will be guided by the criteria and procedures described in this policy.
7. As part of annual progress meeting discussions, the Chair will provide comments to each tenure-eligible faculty member regarding the basis for the prior tenure review outcome with respect to that faculty member, for their future guidance.