PROMOTION

II. Role of the Department

A. There shall be a department committee to recommend candidates for promotion. Only those candidates who request or allow their names to be submitted shall be considered for promotion or discretionary salary increases.

B. A department with three or fewer members does not have to form a committee.

C. The committee shall be elected by secret ballot by a majority vote of the department's voting faculty as defined in Article X, Section 3 of the Policies. It shall serve from the beginning of the fall semester of a given year until the beginning of the fall semester of the following year. Members may serve two-year staggered terms at the discretion of the department. If vacancies occur on the departmental committee, they shall be filled in accordance with the procedures enumerated hereunder.

D. Each department shall determine the size of its committee. Eligibility for membership is limited to the ranks of professor, associate professor, assistant professor and instructor. The department committee shall have representation from each of the following ranks: *professor, associate professor, and assistant professor. However, if any rank has three or fewer members, representation of that rank shall be at the discretion of the department. A department may elect instructors (assistant librarians) to its committee. In addition, all members of the committee must have two semesters of full-time service as voting faculty members at Oswego prior to the beginning of their terms on the committee. No faculty member who is candidate for promotion may serve on the committee unless the departmental bylaws explicitly permit such service. The department chair shall not be a member of the committee, but may, at the option of the committee, attend meetings as a resource person. In the event that a department has too few eligible faculty to constitute a committee, the dean, in consultation with the department, will assign faculty from other departments to augment the committee.
* Equivalent ranks for librarians: librarian, associate librarian, and senior assistant librarian.

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IV. Role of the College Faculty Panel

A. There shall be a college faculty panel composed of the chairs of the peer review committees.

B. The vice-chair of faculty assembly shall convene, when it is deemed necessary, a meeting of the provost, the college faculty panel, the chairs of departments, program directors, the UUP president, and the chairs of department personnel committees. This meeting will be convened prior to the beginning of promotion deliberations in the Fall semester. The purpose of this meeting will be to discuss questions and concerns related to the promotion process. Before the College Faculty Panel, the chairs of departments, and the chairs of department personnel committees begin their deliberations, they shall meet with the administration to define areas of agreement and to articulate differences. Any of these individuals present at this meeting may forward to the president comments related to issues raised in the meeting with the administration.

C. This panel or any individuals present at this meeting may forward to the president comments related to issues raised in the meeting with the administration.

D. This panel shall be informed of the president's final action and shall report to the peer review committees.