



RUTGERS POLICY

Section: 60.5.13

Section Title: Faculty

Policy Name: Academic Tenure

Formerly Book: 3.3.17

Approval Authority: Board of Governors

Responsible Executive: Executive Vice President for Academic Affairs

Responsible Office: Office of Academic Labor Relations

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Errors or changes? Contact: aclr@rutgers.edu

1. **Policy Statement**
Appointees with academic tenure shall hold office indefinitely at the pleasure of the Board of Governors. Academic tenure can only be conferred by the Board of Governors.
2. **Reason for Policy**
This policy establishes the university's regulations pertaining to eligibility for tenure consideration and the schedule by which a faculty member is considered for academic tenure.
3. **Who Should Read This Policy**
 - Chancellors, deans, directors and department chairs
 - Faculty members
 - Academic administrators
4. **Related Documents**
Policy 60.5.2, Academic Titles and Rank Equivalencies for Tenured, Tenure-Track, and Non-Tenure Track Faculty
5. **Contacts**
Office of Academic Labor Relations
848-932-7174
6. **The Policy**

60.5.13 ACADEMIC TENURE

- I. **ACADEMIC TENURE** (except as set forth in Section II)
 - A. Faculty are ordinarily considered for academic tenure during the sixth and final year of the probationary period but such consideration may occur earlier. Not eligible for tenure are faculty whose appointments are part-time and certain other faculty whose appointments are non-tenure track such as clinical faculty, professional practice faculty, research faculty, teaching faculty, librarian of practice faculty, and non-tenure track

assistant professors. Academic tenure means that the appointee shall hold office indefinitely at the pleasure of the Board of Governors. Academic tenure can only be conferred by the Board of Governors.

- B. Included within the probationary period is all full-time service at the rank of instructor and above at the University. Also included is prior time at other institutions, up to a maximum of three years, when the person has held a full-time appointment in the rank of instructor, lecturer and above, and after the Ph.D. degree has been conferred, or the terminal degree normally required for the particular discipline has been attained. A shorter time than the three-year prior service period may be mutually agreed upon in writing at the time of hiring.
- C. A full-time faculty member engaged in study for a terminal degree may, at his or her option, exclude up to four years of service from the time counted toward tenure. This shall be agreed to in writing at the time of initial appointment or commencement of study, whichever is later, and filed in the faculty member's official personnel file. The prefix "Adjunct" shall be used in the title of a person during the period he or she claims such an exemption from time counted toward tenure.
- D. Promotion to tenure may be made any time during the probationary period except during the terminal year.
- E. At a faculty member's option, service towards tenure of up to three years may be granted for service in "Grant Funded" positions at the instructor level or higher within the University.
 - 1. Faculty serving on a project supported by a contract or research grant, or a similar temporary assignment shall be appointed only for the duration of the contract or grant and without reference to academic tenure.
 - 2. Faculty employed on a self-supporting account shall be appointed only for so long as there are funds available to support the salary.
- F. Full-time officers of administration may hold professorial titles with academic tenure, but, in such cases, should continue to do some teaching or research in order to facilitate any subsequent re-entry into full-time professorial life. Full-time officers of administration returning to their professorial duties shall normally be eligible for paid leave of absence to provide them with time to regain currency with developments in their fields of expertise.
- G. Tenure shall expire at the retirement, resignation, or dismissal of a faculty member.

II. **ACADEMIC TENURE IN ROBERT WOOD JOHNSON MEDICAL SCHOOL, SCHOOL OF HEALTH RELATED PROFESSIONS, RUTGERS SCHOOL OF DENTAL MEDICINE, NEW JERSEY MEDICAL SCHOOL, SCHOOL OF PUBLIC HEALTH, SCHOOL OF NURSING (former UMDNJ School of Nursing)**

- A. Tenure may be granted when merited at any time following appointment or promotion to the rank of associate professor, professor, or distinguished professor.
- B. Award of Tenure
 - 1. Individuals appointed or promoted to the rank of assistant professor may be appointed in either non-tenure or tenure-track status. Assistant professors appointed to the tenure-track and who remain on the tenure-track shall have a formal review for tenure by their department chairs no later than the tenth year after the appointment to the tenure-track, with the procedures for such review to be established by the individual schools. If, following such review, the department chair declines to recommend a faculty member for tenure, the faculty member may self-nominate for tenure following procedures to be specified in the

bylaws of the individual schools.

2. The bylaws of each school shall specify procedures for nomination of individuals for tenure as well as procedures by which a member of the faculty of the school may enter a formal request to be considered for tenure.
3. The process for the award of tenure shall be as follows: Upon the positive recommendations of the department Chair, the Dean, the Promotion Review Committee and the President, awards of tenure shall be considered by the Board of Governors. The schools shall provide in their bylaws for review and recommendation of awards of tenure by a faculty committee. There shall be a process for self-nomination as provided for in Section B.1, and a positive recommendation by the faculty committee provided for in the bylaws of the school shall require consideration by the Promotion Review Committee regardless of negative recommendations of the Chair and the Dean. Associate professors, professors and distinguished professors may be awarded tenure only by the Board of Governors after considering the recommendations of the Chair of the department, the faculty committee as provided for in the bylaws of the school, the Dean, the Promotion Review Committee, and the President.

C. Academic Tenure in Combination with Administrative Appointment

1. Academic tenure may be given to any eligible person concurrent with an administrative appointment, but such tenure shall apply only to the position of academic rank and not to the administrative position. Such administrative position is terminable at will.
2. Any person holding a tenured appointment who is given an administrative appointment shall continue to hold such tenured appointment in his or her position of academic rank.