



Tenure & Promotion Workshop

NVC 14-250 | 12:30 PM Feb. 27, 2024

BaruchCOLLEGE | CUNY



Agenda

- Welcome remarks: Provost Linda Essig
- Overview of the tenure and promotion process: Associate Provost Raquel Fich
- Small group interaction with recently tenured/promoted faculty
- General Q & A
- Closing remarks: Provost Linda Essig



Welcome Remarks

Provost Linda Essig



Overview of the Tenure and Promotion Process

Associate Provost Raquel Fich



Types of Faculty Personnel Actions

- Appointment
- Reappointment
- Tenure
- Promotion to Associate Professor
- Promotion to Full Professor
- CCE for Lecturers if eligible

Governed by [CUNY bylaws](#), [PSC/CUNY Collective Bargaining Agreement](#) and University and College policies and based on the candidate's record of performance in teaching, scholarship (for full-time faculty in professorial titles) and service



Pages at the Provost Website



Provost Home > Academic Affairs > Academic Administration

Academic Affairs	—
Teaching and Learning	+
Academic Administration	—
Reappointment, Tenure, CCE, and Promotion	
Department Chairs and Faculty Personnel Committees	+
Faculty Workload Reporting and Compliance	
Faculty Leaves	
New Faculty	
Chair Resources	

Documents and Resources

- + Guidelines and Procedures for Annual Reappointments, Tenure, CCE, and Promotion
- + Policies and Templates Pertaining to External Reviews
- + Formatting Guidelines for all Personnel Actions
- + Calendars for External Reviews, CP&B Committee, and Faculty Action Files
- + Three-Year Adjunct Appointments
- + Interfolio

<https://provost.baruch.cuny.edu/academic-affairs/academic-administration/reappointment-tenure-promotion-and-cce>



College Personnel & Budget Committee Composition

- President as the non-voting chair
- Vice President for Academic Affairs / Provost
- Vice President for Student Development/Dean of Students;
- Deans of the Schools;
- Chairs of each of the School Personnel and Budget Committees;
- Chair of the Personnel and Budget Committee for the Library
- Department of Student Development and Counseling, who shall be of faculty rank and not a department chair;
- At least nine additional members of faculty rank, who shall not be department Chairs and
- One matriculated student in good academic standing appointed by the Council of Student Governments



Tenure and Promotion Process

- Levels of review: Dept P&B, School P&B, College P&B, and President
 - Promotion to Full Professor starts at the School level
- Baruch College has a statement of criteria for tenure and promotion titled “[College P&B Guidelines](#),” which elaborates expectations in all three areas of research, teaching, and service.
 - Guidelines are being revised for clarity



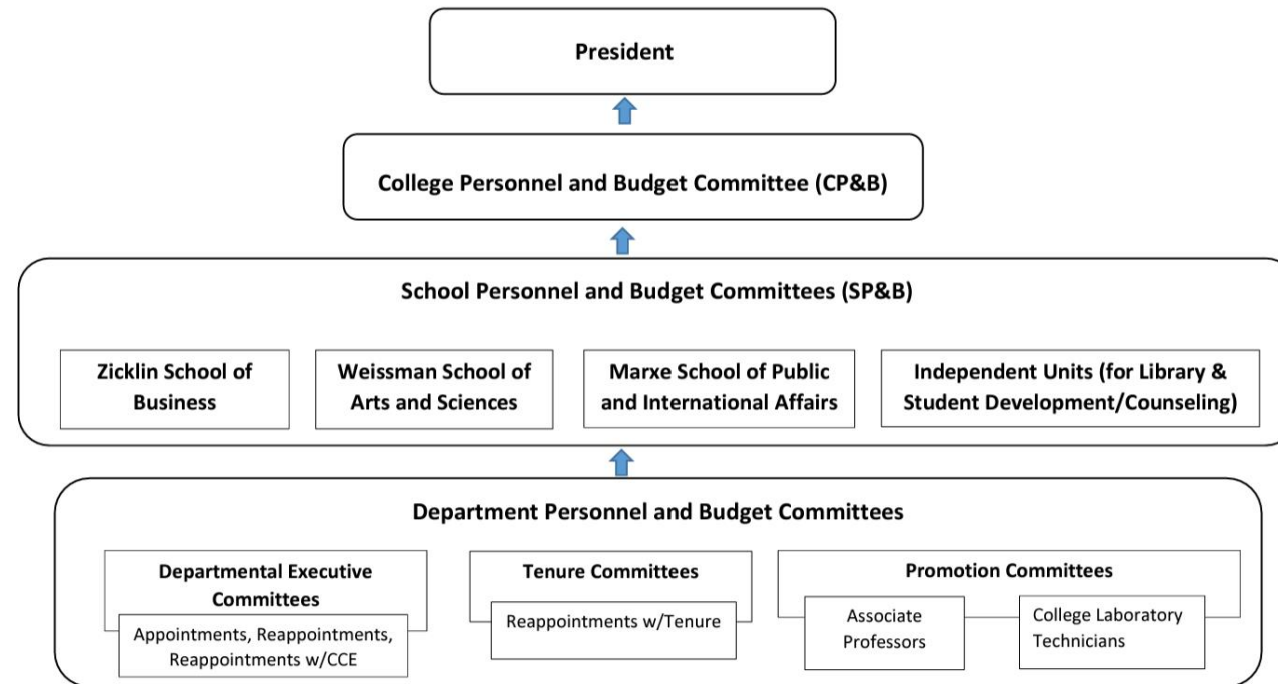
Tenure and Promotion Process (cont'd)

- The overall expectation is that the College “*appoint, tenure, and promote individuals who will be intellectually independent and capable of fulfilling leadership roles in their fields and in the College.*”
- At CUNY, tenure and promotion are two separate personnel actions.
 - Tenure decisions take effect following September 1.
 - Promotion decisions take effect in late August, the day after the faculty leave period ends in that year, which is the date of reappointment

Process



Reappointment, Tenure, Certificate of Continuous Employment (CCE), and Promotion Review



* **Promotion Committee** - In the case of candidates seeking promotion to full professor, those of that rank in the Department shall be given timely written notice by the Chair of such candidacies and of the availability of the files for their review so that they may offer written advice on the candidates to the School Committee on Personnel and Budget Committee.

OAA REV 8/2020: Adapted from the Baruch College *Governance Charter* approved by Board of Trustees on May 24, 1999, Cal. No. 7.C.

<https://provost.baruch.cuny.edu/wp-content/uploads/sites/5/2020/08/Baruch-Reappt-tenure-cce-promotion-PB-workflow-rev-082020-1.pdf>



Tenure and CCE Clock

Full-time tenure-track faculty in professorial titles:

- Seven-year clock: Tenure evaluations occur during the seventh year
- Start preparing their cases for tenure consideration in the sixth year of service and begin the process of selecting external reviewers.
- If granted, tenure is effective Sep. 1 of the eighth continuous year of service.

Lecturers presenting their candidacy for CCE (Certificate of Continuous Employment)

- Five-year clock
- Require four letters of recommendation and can be both external and internal recommendations.
- If granted, Lecturers' CCE is effective Sept. 1 of their sixth continuous year of service.



Getting Ready: Calendars & Interfolio

– Calendars for External Reviews, CP&B Committee, and Faculty Action Files

[External Review Calendar for Academic Year 2023-2024 \(Promotion and Tenure Consideration for Spring 2023 & Fall 2023 candidates\)](#)

[External Review Calendar for Academic Year 2024-2025 \(Promotion and Tenure Consideration for Spring 2024 & Fall 2024 candidates\)](#)

[External Review Calendar for Academic Year 2024-2025 \(Promotion and Tenure Consideration for Fall 2024 candidates\): Covid related extensions only](#)

[College Personnel & Budget Committee Calendar AY 2022-2023](#)

[College Personnel & Budget Committee Calendar AY 2023-2024](#)

[College P&B Faculty Action Submission Schedule AY 2022-2023](#)

[College P&B Faculty Action Submission Schedule AY 2023-2024](#)



**Interfolio Workshop in-person
at Baruch on March 20, 2024**

Helpful Guides

[Interfolio FAQs](#)

[Faculty180 Faculty Quick Reference User Guide](#)

E-Learning Training Courses

[RPT Training- CUNY Baruch](#)

[Interfolio Faculty Activity Reporting \(F180\) for Faculty Users](#)



**Small group interactions
with recently
tenured/promoted faculty**



Table Leaders

1

Tenure and Promotion to Associate
Dr. Allison Hahn, Weissman

2

Tenure and Promotion to Associate
Prof. Emily Johnson, Weissman

3

Tenure and Promotion to Associate
Dr. Andrew Obus, Weissman

4

Promotion to Full Professor
Dr. Alex Mills, Zicklin

5

Promotion to Full Professor
Dr. Yu (Ryan) Yue, Zicklin

6

Tenure and Promotion to Associate
Dr. Romi Kher, Zicklin

7

Tenure as Associate
Dr. Seil Kim, Zicklin

8

Tenure and Promotion to Full
Dr. George Mitchell, Marx

9

Reappointment as Lecturer with CCE
Dr. Alexis Perrotta, Marx

10

Promotion to Full Professor
Dr. Cheryl Smith, Weissman



General Q & A



Resources



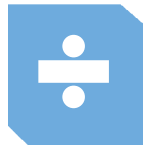
Helpful Inferfolio Guide: [Faculty180 Faculty Quick Reference User Guide](#)



E-Learning Training Course: [Interfolio Faculty Activity Reporting \(F180\) for Faculty Users](#)



Save the date: In person Interfolio workshop for faculty on March 20, 1-2:15 PM



Statement writing workshop in April, once the revised T&P guidelines are shared



[Additional documents and resources](#) on the Provost's Office website



Closing remarks

Provost Linda Essig

Thank You!

Raquel Fich, Associate Provost

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