



Number: USF10.105
Title: Faculty Tenure
Responsible Office: Administrative Services/Human Resources

Date of Origin: 10-5-03

Date Last Amended: 6-5-14

Date Last Reviewed: 6-5-14

(1) The University of South Florida has promulgated a policy on faculty tenure and promotion (see USF Policy 10-116), has established and published guidelines and criteria for faculty tenure.

(2) Recommendations for awarding tenure shall be made following a multi-level sequence of independent evaluations, and shall include a vote by secret ballot of the tenured members of the candidate's department or unit.

(3) Faculty tenure will be administered consistent with the following provisions:

(a)(i) Recommendation by USF President, and (ii) Approval of the University Board of Trustees (See Regulation 10.102(2)(d)).

(b) The award of tenure will provide annual reappointment until voluntary resignation, retirement, or removal for "just cause" or layoff.

(c) Tenure will be held as ranked faculty in an academic department/unit and does not extend to administrative appointments. However, tenured faculty members who accept administrative appointments will not lose their tenured status.

(d) The Board of Trustees may award tenure upon the demonstration of excellence in scholarly and academic achievement, as determined by peer review, and through procedures established at the department and college levels. Tenure criteria established at the department level address the areas of teaching and learning; research and other creative scholarly activities; and service to the community, the discipline, and one or more USF campuses, including those professional responsibilities consistent with faculty status, although individual assignments will vary according to which criteria are most relevant.

(e) Appointments to the ranks of assistant professor, associate professor, and professor are

tenure-earning unless they include one of several specific types of appointments (such as temporary, research, clinical, courtesy, honorary, or affiliate). If a faculty member is initially appointed to the rank of instructor or other non-tenure-earning rank and is subsequently appointed to a tenure-earning position, all or a portion of the prior service will be credited toward tenure, if the chief academic officer and the faculty member agree in writing at the time of initial appointment to the tenure-earning position.

(f) Each college or equivalent unit, as determined by the chief academic officer, shall define the length of the probationary period, not less than six (6) years and not more than ten (10) years, for evaluating faculty for tenure. The decision to recommend a faculty member for tenure shall be made no later than the final year of this period of continuous full-time service or equivalent part-time service in a tenure-earning position. Tenure-earning faculty not recommended for tenure by the end of this period of continuous full-time, or equivalent part-time service, will be given written notice that further employment will not be offered. Full-time service for the purpose of tenure eligibility means employment at 1.0 FTE during at least thirty-nine (39) weeks of any twelve (12) month or nine (9) month contract. Part-time service means employment during at least one (1) semester of any twelve-(12) month period.

(g) At the time of employment, the chief academic officer may credit a faculty member with tenure earning service from another institution of higher education, the specific number of years to be negotiated at the time of appointment. The agreement to award credit for tenure-earning service at another institution of higher education will be made in writing.

(h) Time spent on a joint appointment or approved personnel exchange program of a different campus, or a special assignment that benefits that campus, will be counted toward tenure eligibility. Time spent away from USF for other purposes will not be counted toward tenure eligibility.

(i) Time spent on paid leave will be tenure-earning unless otherwise agreed at the time of such leave. Time spent on unpaid leave will not be credited as tenure-earning except as approved by the chief academic officer, based on an evaluation of the relevancy of the activities occurring in the unpaid leave period.

(j) The recommendation for tenure signifies that the USF President and faculty peers are satisfied the faculty member will continue to make significant professional contributions to USF in general, the campus in particular and the academic community. Upon recommendation by the USF President and approval by the Board of Trustees, tenure will be awarded.

(k) Tenure may also be recommended by the USF President and approved by the Board of Trustees at the time of initial appointment or prior to the final probationary year of tenure-earning service, subject to review as provided in Section (3)(a) of this Regulation and in Regulation 10.102(2)(d).

***This Regulation has been updated to reflect a consolidated USF. As additional substantive or technical amendments are identified to conform to new processes as needed, those additional amendments will be made and posted. During the transition period, questions regarding how the Regulation is to be applied may be submitted to the noted Responsible Office.**

Authority: Art. IX, Sec. 7, Fla. Constitution, Fla. Board of Governors Regulation 1.001.

History: New (BOT approval) 10-05-03, Formerly 6C4-10.105, F.A.C., Amended, 3-19-09, 6-5-14.

Consolidation Amendments Effective: 7-1-20.

Certification: USF certifies that it has followed the Florida Board of Governors Regulation Development Procedure and has a record of written notices, comments, summaries and responses as required.