I. Institutional Need as a Criterion in Defining Tenure Positions

The UW Colleges recognizes that in addition to the traditional criteria for tenure (teaching, professional development, institutional and community service), institutional need is a valid consideration. Because the UW Colleges campuses are located throughout the state, institutional need should be determined by the curricular needs of the individual Campus and/or the UW Colleges departments. If a UW Colleges' program is necessary to maintain the transfer mission and to attract students, and/or if it has had consistently good enrollments, and/or if the prospect for similar enrollments is good, the probationary faculty member on the tenure track should be granted tenure if he or she meets the traditional criteria as determined by both the UW Colleges department and the local campus.

Without flexibility in defining institutional need, some campuses will perpetually have probationary faculty members teaching a program although the program needs at the Campus might justify the position as a permanent one with a tenured faculty member. Not only budgetary considerations, but realistic department program needs should be a factor in determining and defining a tenurable position. It will be the responsibility of the department after consultation with the appropriate campuses to document that a tenurable position exists.

II. Program Flexibility

The geographic dispersal of the campuses through the state creates special problems in staffing the UW Colleges campuses. In a decade of tight educational budgets, an unstable economy and uncertain future enrollments, both UW Colleges' faculty and the administration have a common institutional interest in providing some program flexibility in planning for uncertain future needs. To protect both probationary faculty from making unrealistic assumptions, and the institution from program rigidity:

A. Future initial letters of appointment will contain a statement to the new UW Colleges faculty member noting that institutional need is a consideration in addition to the traditional criteria for making tenure decisions at the end of the six-year probationary period.

B. UW Colleges departments will monitor the enrollments of their programs at the various Campuses and inform probationary faculty members at the time of their third year review both of their professional progress and the relative long term needs of a Campus and/or a department.

C. After consultation with the appropriate departments, the administration will furnish all probationary faculty members with annual letters which contain an assessment of the
anticipated institutional need for positions in that discipline. Such an assessment should emphasize first and foremost program needs; other factors should include enrollment histories and projections, actual and estimated budget resources, and other considerations related to an allocation of resources to a tenured faculty position.

III. Each academic department will annually review its curriculum.
For each Campus, the department will maintain a list of positions required to sustain its curriculum, as well as data for enrollments, student credit hours and contact-hours required to sustain the curriculum. Any anticipated shifts in the current curriculum or program by department or Campus which affect position or staffing are to become a matter of record. Changes in staffing positions should be made by UW Colleges only after consultation with departments.

A history of student enrollment for any given position, coupled with enrollment projections for each campus and for the UW Colleges, will be used by the department and the administration to determine, annually, the probable stability of each position in the department over a six-year period. Remedies for disputed determinations of probable stability will be by appeal to a board (comprised of the chair of the affected department(s), the dean of the affected campus, and the chair of the Senate Steering Committee or her/his designee(s).

The number of tenured positions assigned each department will be determined by consideration of:

1. The overall stability of departmental positions.
2. Changes or projected changes in tenured staff due to transfer, dismissal, retirement of death.
3. Changes in program or curriculum that have been approved by the faculty of the UW Colleges.

Revision of the tenured position assignment will be made by May of each year, if necessary, based on changes in 1, 2, or 3 above. The notification of each probationary faculty member prescribed in Section II above, will include a statement reflecting the existence or nonexistence of a tenure position at the time of mandatory tenure, based upon institutional need. The ingredients of the estimate will be a matter of public record in the proceedings of the department.

There is nothing in the foregoing that precludes the awarding of tenure prior to the mandatory decision. Records of Section III, first paragraph, of this document will be furnished to the Faculty Professional Standards Committee by all departments and UW Colleges by July 1, annually.

1) Unless indicated to the contrary in this document, enrollment is understood to mean the number of enrolled students on Friday of the second week of classes. The performing arts classes may be counted at a later period.