



PRESIDENT: Lauren Duffy

## MEETING AGENDA

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**Date:** June 11, 2024 | **Time:** 2:30 p.m.

**Location:** Madren Center Auditorium

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### 1. APPROVAL OF MINUTES

- [Minutes](#)
- Approved as distributed

### 2. SPECIAL ORDERS

### 3. REPORTS

#### 1) Robert H. Jones, Executive Vice President for Academic Affairs & Provost

- Provost Jones reflected on accomplishments from the past year, including Clemson's best graduation rates, highest number of graduates and applications, and highest bond rates in recent history.
- Two colleges (AAC and CAFLS) have hired new Deans, and three administrator reviews have been completed for the Dean of Arts and Humanities, the Senior Associate Provost, and the Associate Provost for Institutional Effectiveness.
- The South Carolina legislature is back in session, and Provost Jones is optimistic about the funding for Clemson. The Washington delegation is working to position Clemson toward a great year of funding from the federal government.
- The administration is trying to anticipate the compensation increase that the state will authorize, and it is estimated at 2.75%. Provost Jones has been talking with leadership from the Faculty Senate and with the Deans, and he is aware of the interests of the faculty regarding how the money should be distributed and of inconsistencies in how increases have been distributed in different colleges.
- Question: Is the idea to split the pay raise between COLA and merit? Yes, there are a couple of different strategies being discussed. One idea is to apply a percentage toward COLA (resulting in a higher pay increase for those with higher salaries), and the other idea is to apply a flat amount toward COLA (resulting in a higher percentage increase for faculty in lower pay brackets).
- Question: Will administrators be held to the same split between COLA and merit as faculty? The same strategy will be used, but the dollar amounts may be different. There are salary adjustments that happen for all employees, and special allocations are sometimes made in accordance with market adjustments and for retention purposes.
- Question: If it's decided in the colleges that everyone gets the same dollar amount, would you advocate for administrators getting the same dollar amount? The same percentage goes to each unit. It's up to the person in charge of the administrative unit to decide how to distribute that percentage among employees in that unit.

- 2) Standing Committees
  - a) Welfare Committee; Chair Jennifer Holland
    - No report
  - b) Finance Committee; Chair Jace Garrett
    - No report
  - c) Scholastic Policies Committee; Chair Andy Tennyson
    - No report
  - d) Research and Scholarship and Creative Endeavors Committee; Jessica Larsen
    - No report
  - e) Policy Committee; Chair Tyler Harvey
    - No report
  - f) Non-Tenured Faculty Issues and Representation Committee; Chair Amanda Rumsey
    - No report
  - g) Recruitment, Engagement, and Communication (REC) Committee; Chair Billy Terry
    - There will be a get-together at Sole on the Green immediately following today's Faculty Senate meeting, and everyone is invited.
    - Trivia night will continue at Kite Hill Brewery. June 18 and July 9 are the next dates, and there may be other opportunities announced throughout the summer.
  - h) Alpha Committee: Chairs Lauren Duffy and Sarah White
    - No report
    - The Alpha Committee will meet again in August.
- 3) University Committees/ Commissions
  - a) Committee on Committees; Chair Fran McGuire
    - No report
- 4) Faculty Representative to the Board of Trustees; Brian Powell
  - Representative Powell submitted his report for the upcoming Board of Trustees meeting. He discussed annual evaluations and trends in faculty salaries over the past ten years.
  - He encourages everyone to read the recent *Chronicle of Higher Education* article, "How Much Has Faculty Pay Changed Over Time?"
- 5) Faculty Senate President's Report
  - President Duffy welcomed new Faculty Senate Coordinator, Corinne Henderson.
  - President Duffy just celebrated a milestone birthday, which inspires a reflection on how and how well we use our time. She has spent the past month in meetings, gathering information, seeking advice, hearing perspectives, advocating for faculty, serving on administrator review committees, and putting together her first Board of Trustees report, which focused on shared governance and major issues in higher education.
  - President Duffy reiterated the importance of connecting with Lead Senators and finding ways to open up communication channels across faculty within each college (town halls, Zoom rooms, coffee breaks, etc.).

- She recognizes that we get caught up in the busyness of day-to-day life and time slips by, so embrace boredom, do nothing, rest, and relax. The time that you've put into the Faculty Senate is appreciated.

**4. UNFINISHED BUSINESS**

**5. NEW BUSINESS**

1) [FSR 202406 Honors College Committee](#)

- Motion to adopt the resolution as distributed
- No debate
- Passed: 37 in Favor; 1 Opposed

2) [FSR 202407 Regular and Special Appointments](#)

- Motion to adopt the resolution as distributed
- No debate
- Passed: 42 in Favor; 1 Opposed

3) [FSR 202408 TPR Criteria and Committee Membership](#)

- Motion to adopt the resolution as distributed
- No debate
- Passed: 44 in Favor; 0 Opposed

**ADJOURN 3:23 p.m.**

Jennifer Holland

## ANNOUNCEMENTS:

### UPCOMING MEETINGS:

[ALL Senators]	Faculty Senate Meeting: June 11, 2:30 pm, Madren Center Auditorium
Committee Meetings	June 18 (variable time and location)
[Lead Senators]	Advisory Committee Meeting: June 23, 2:30 pm, 158 Serrine Hall
[Committee Chairs]	Executive Committee Meeting: August 6, 2:30 pm, 158 Serrine Hall
[ALL Senators]	Faculty Senate Meeting: August 13, 2:30 pm, Madren Center
<b>[ALL Senators]</b>	<b>General Faculty Meeting: August 20, 10:00 am, Brooks Center</b>
Committee Meetings	August 20 (variable time and location)
[Lead Senators]	Advisory Committee Meeting: August 27, 2:30 pm, 158 Serrine Hall
Alpha Committee Meeting	Thursday August 29, 2:30pm (location TBD)
[Committee Chairs]	Executive Committee Meeting: September 3, 2:30 pm, 158 Serrine Hall
[ALL Senators]	Faculty Senate Meeting: September 10, 2:30 pm, Madren Center
Committee Meetings	September 17 (variable time and location)
[Lead Senators]	Advisory Committee Meeting: September 24, 2:30 pm, 158 Serrine Hall
[Committee Chairs]	Executive Committee Meeting: October 1, 2:30 pm, 158 Serrine Hall
[ALL Senators]	Faculty Senate Meeting: October 8, 2:30 pm, Madren Center
Committee Meetings	October 15 (variable time and location)
[Lead Senators]	Advisory Committee Meeting: October 22, 2:30 pm, 158 Serrine Hall
Alpha Committee Meeting	Tuesday October 29, 2:30 pm (location TBD)
[Committee Chairs]	Executive Committee Meeting: November 5, 2:30 pm, 158 Serrine Hall
[ALL Senators]	Faculty Senate Meeting: November 12, 2:30 pm, Madren Center
Committee Meetings	November 19 (variable time and location)
[Lead Senators]	Advisory Committee Meeting: November 26, 2:30 pm, 158 Serrine Hall
[Committee Chairs and Lead Senators]	Joint Advisory and Executive Committee Meeting: December 3, 2:30 pm, 158 Serrine Hall
[ALL Senators]	Faculty Senate Meeting: December 10, 2:30 pm, Madren Center
Committee Meetings	December 17 (variable time and location)



**FACULTY SENATE RESOLUTION 202406**

**Policy Committee Approval: April 16, 2024**

**Faculty Senate Consideration (proposed): June 11, 2024**

**Topic: “Honors College Committee”**

**Whereas**, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

**Whereas**, the University also provides for such participation in matters of pertaining to academic policies, procedures, and practices at the university level; and

**Whereas**, the *Faculty Manual* (Chapter IX§F2h) indicates the responsibilities and membership of the Clemson University Honors College Committee; and

**Whereas**, the Clemson University Honors College has reorganized and the titles of its academic administrators have changed from “Director” and “Associate Director” to “Dean” and “Associate Dean,” respectively; and

**Whereas**, Policy Committee Report 202314 (PCR202314) recommended the *Faculty Manual* be updated to reflect these new titles; and

**Whereas**, the conclusions and recommendations of PCR202314 were accepted by the Faculty Senate on May 14, 2024; and

**Whereas**, six amendments to the *Faculty Manual* must be made in order to affect the recommendations of PCR 202314; it is therefore

**Resolved**, that Chapter IX§F2h.ii.(3) of the *Faculty Manual* be amended to **strike** the word “director” and **insert** the word “Dean”; and to **strike** the words “seminar and” before the words “colloquium instructors”; and it is

**Resolved**, that Chapter IX§F2h.ii.(6).(a) of the *Faculty Manual* be amended to **strike** the word “Director” and **insert** the word “Deans”; and it is

**Resolved**, that Chapter IX§F2h.ii.(6).(b) of the *Faculty Manual* be amended to **strike** the words “The assistant director of” and **insert** the words “Staff members from”; and it is

**Resolved**, that Chapter IX§F2h.iii of the *Faculty Manual* be amended to **strike** the word “Director” and **insert** the word “Dean” and to also **insert** the words “(or designee)” after the word “College.”; and it is

44 **Resolved**, that Chapter IX§F2d.ii.(3).(d) of the *Faculty Manual* be amended to **strike** the  
45 word “Director” and **insert** the word “Dean”; and it is

46  
47 **Resolved**, that IX§F2i.ii.(3).(a) of the *Faculty Manual* be amended to **strike** the word  
48 “Director” and **insert** the word “Dean”;

49  
50 *This resolution will become effective upon approval by the Clemson University Executive*  
51 *Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.*

52  
53 **FINAL PROPOSED LANGUAGE**

54 IX§F2d: Undergraduate Curriculum Committee

55 ii. Membership

56 (3) Non-voting members include:

57 (d) The ~~Director~~ **Dean** of the Clemson University Honors College

58

59 IX§F2h: Clemson University Honors College Committee

60 ii. Membership

61 (1) One faculty member, excluding administrative faculty, from each college and the  
62 Library, elected by the faculty accorded voting rights in each college and Library for  
63 three-year terms;

64 **NOTE:** *Those elected should have experience and interest in the Clemson University*  
65 *Honors College as indicated by such activities as teaching Honors courses,*  
66 *directing Honors theses and research projects, and serving on Honors*  
67 *committees at the department and college level.*

68 (2) One faculty member (not necessarily a member of the Faculty Senate) appointed  
69 for a one-year term by the President of the Faculty Senate;

70 (3) Two faculty members, each serving two-year terms and appointed by the ~~director~~  
71 **Dean** of the Clemson University Honors College from the combined constituencies  
72 of the Dixon Senior Fellows, Clemson University Honors College ~~seminar and~~  
73 colloquium instructors, and Bradbury Award recipients;

74 (4) Two student members elected by the Clemson University Honors College Student  
75 Advisory Board each serving one-year terms;

76 (5) One Honors student appointed by the director of the Clemson University Honors  
77 College for a one-year term.

78 (6) Non-voting members are:

79 (a) The Associate ~~Director~~ **Deans** of the Clemson University Honors College;

80 (b) ~~The Assistant Director of~~ **Staff members from** the Clemson University Honors  
81 College;

82 (c) One representative from the Office of Undergraduate Admissions.

- 83           iii. The ~~Director~~ **Dean** of the Clemson University Honors College (or designee) serves as  
84           non-voting chair.  
85           iv. The Clemson University Honors College Committee shall meet at least once per  
86           academic year.

87

88 IX§F2i: Financial Aid Advisory Committee

89 ii. Membership

90       (3) Non-voting members include:

91           (a) The ~~Director~~ **Dean** of the Clemson University Honors College

92



**FACULTY SENATE RESOLUTION 202407**

**Policy Committee Approval: April 30, 2024**

**Faculty Senate Consideration (proposed): June 11, 2024**

**Topic: “Regular and Special Appointments”**

**Whereas**, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

**Whereas**, the University also provides for such participation in matters of pertaining to academic policies, procedures, and practices at the university level; and

**Whereas**, the membership of the Faculty, as defined in the *Constitution of the Faculty of Clemson University*, was amended in the fall of 2023 to include all faculty who perform teaching, research, and service, or any combination thereof rather than specific faculty ranks or designations; and

**Whereas**, the *Faculty Manual* Chapter IV describes the composition of the faculty by defining the various ranks to which faculty may be appointed, based on their eligibility for tenure and the primary duties they perform; and

**Whereas**, the *Faculty Manual* Chapter V describes personnel practices related to faculty that apply based on their categorization into specific faculty ranks or designations; and

**Whereas**, the *Faculty Manual* Chapter IX describes the policies and procedures for faculty to participate in shared governance functions at the university, college, and departmental level; and

**Whereas**, the definitions and categorization of faculty appointments currently found in the *Faculty Manual* are inadequate to efficiently delineate rights and responsibilities in a manner that aligns with the amended definition of the constitutional faculty; and

**Whereas**, Policy Committee Report 202323 (PCR202323) recommended the *Faculty Manual* be updated to create the concepts of Regular and Special Appointments for faculty members as a way to delineate certain faculty rights and responsibilities guaranteed by the *Constitution of the Faculty of Clemson University* that is based on job duties and the level of association to the institution, rather than specific faculty ranks or designations; and

**Whereas**, the conclusions and recommendations of PCR202323 were accepted by the Faculty Senate on May 14, 2024; and



43  
44 **Whereas**, amendments to the *Faculty Manual* must be made in order to affect the  
45 recommendations of PCR 202323; it is therefore

46  
47 **Resolved**, that Chapter IV of the *Faculty Manual* be amended to insert the following section  
48 between sections A and B (relabeling section B to section C):

49 “B. Appointment Types

50 1. All faculty shall receive an appointment letter that serves as an official record of their  
51 obligations, rights, and responsibilities while affiliated with the institution. Unless  
52 specified by the *Faculty Manual*, the type of appointment is independent of the  
53 designation or rank which a faculty member is conferred.

54 a. Conditions of appointment shall be fully detailed in the letter of appointment,  
55 including at a minimum:

- 56 i. The appointment rank;  
57 ii. The type and duration of the appointment;  
58 iii. The primary academic unit to which the faculty member is appointed, which will  
59 serve as the academic home for the purposes of annual review, reappointment,  
60 promotion, and tenure;  
61 iv. Any remuneration to be paid to the faculty member.

62 2. Regular Appointments

63 a. Faculty with regular appointments shall have all rights and responsibilities as  
64 members of the faculty of the institution, including voting membership. Regular  
65 appointments are full-time appointments in an academic unit that is under the  
66 jurisdiction of the Provost for individuals expected to have a permanent or  
67 continuing association with the university, subject to the policies in the *Faculty*  
68 *Manual*.

69 **NOTE:** For the purposes of appointment type, “full-time” shall mean full time,  
70 full time equivalent, or with a full time converted academic workload.

71 b. The primary responsibilities of those holding regular appointments are teaching,  
72 research, and service; or any combination thereof.

73 i. Individuals who have primarily administrative responsibilities hold special  
74 appointments, as described in CHAPTER IV B.3., but resume their regular  
75 appointments upon termination of their administrative responsibilities.

76 c. Regular appointments shall be made in accordance with the policies and  
77 procedures for recruitment and appointment of faculty as described in CHAPTER V  
78 B.5. and shall be reviewed by the appropriate TPR committee prior to the initial  
79 appointment and in accordance with the criteria and procedures outlined in the  
80 unit’s TPR guidelines and the *Faculty Manual*.

- 81 d. Regular appointments shall be renewable, and any renewal of appointment shall be  
82 reviewed by the appropriate TPR committee in the penultimate year of the  
83 appointment in accordance with the criteria and procedures outlined in the unit’s  
84 TPR guidelines and the *Faculty Manual*.
- 85 i. Faculty with regular appointments that will not be renewed shall be notified in  
86 advance in accordance with CHAPTER V D.5.
- 87 e. Faculty with regular appointments shall be reviewed for promotion by the  
88 appropriate TPR committee in accordance with the criteria and procedures outlined  
89 in the unit’s TPR guidelines and the *Faculty Manual*.

90 3. Special Appointments

- 91 a. Faculty appointed under other specific conditions aside from those restricted or  
92 characterized by a regular appointment shall receive a special appointment. Any  
93 appointment with duties and responsibilities that are modified from what is  
94 delineated in the *Faculty Manual*, shall be considered a special appointment and as  
95 such the faculty rank shall be appended with the appropriate modifier. Special  
96 appointments do not automatically confer rights and responsibilities as members of  
97 the faculty with regular appointments unless expressly granted in the college or unit  
98 bylaws.
- 99 b. Special appointments shall be for fixed terms and are made in accordance with the  
100 criteria and procedures outlined in the unit’s TPR guidelines.
- 101 i. The length of a special appointment may be subject to restrictions for the specific  
102 modifier that applies to the appointment, as described in CHAPTER IV C.3.
- 103 c. Special appointments may be renewable, in accordance with the criteria and  
104 procedures outlined in the TPR guidelines subject to any conditions specified in the  
105 appointment letter.
- 106 d. Faculty with special appointments that are conferred a faculty designation with a  
107 promotable path shall be reviewed for promotion in accordance with the criteria and  
108 procedures outlined in the unit’s TPR guidelines.
- 109 e. Academic administrators and any faculty member with primarily administrative  
110 duties shall receive a special appointment specifically delineating the terms, duties,  
111 and responsibilities for the position. A special appointment to an administrative  
112 position may supplement a regular appointment with specific modifications of rights  
113 and responsibilities.”; and it is

114 **Resolved**, that Chapter IV§B (now labeled IV§C) be amended to **strike** the word “Ranks”  
115 and insert the word “Designations”; and it is

116  
117 **Resolved**, that Chapter IV§B1 (now labeled IV§C1) be amended to **strike** the word

118 “Ranks” and to **strike** entirety of subsection 1a and **insert** the following text in its place:  
119 “a. All ranks within the tenured and tenure track faculty designation shall carry a regular  
120 appointment unless the duties and responsibilities are modified.”; and it is

121  
122 **Resolved**, that Chapter IV§B1c (now labeled IV§C1c) be amended to **strike** the word  
123 “regular” and **insert** the words “tenure track” before the word “appointments”; and it is

124  
125 **Resolved**, that Chapter IV§B1d (now labeled IV§C1d) be amended to **strike** the entirety of  
126 this subsection and **insert** the following text in its place:

127 “d. Tenured appointments are permanent appointments subject to post-tenure review in  
128 accordance with *CHAPTER V G.*”; and it is

129  
130 **Resolved**, that Chapter IV§B1e (now labeled IV§C1e) be amended to **strike** the word  
131 “regular” and **insert** the word “these” before the words “faculty ranks”; and it is

132  
133 **Resolved**, that Chapter IV§B2 (now labeled IV§C2) be amended to **strike** the word “Ranks”  
134 and **insert** the word “Designations” after the word “Faculty” and to **strike** the entirety of  
135 subsection 2b; and it is

136  
137 **Resolved**, that Chapter IV§B2c (now labeled IV§C2b) be amended to **strike** the word  
138 “other” before the word “faculty”; **insert** the words “in other designations” after the first  
139 instance of the word “appointments”; and **strike** the words “nor carry expectation of  
140 renewal” after the word “tenurable”; and it is

141  
142 **Resolved**, that Chapter IV§B2d (now labeled IV§C2c) be amended to **strike** the word  
143 “ranks” and **insert** the word “designations” after the words “other faculty” and **strike** the  
144 word “rank” before the word “probationary”; and it is

145  
146 **Resolved**, that Chapter IV§B2j (now labeled IV§C2i) be amended to **strike** the entirety of  
147 subsection iv; and it is

148  
149 **Resolved**, that Chapter IV§B2l.i (now labeled IV§C2k.i) be amended to **strike** the word  
150 “appointed” and **insert** the words “granted these special appointments” before the word  
151 “shall” and **strike** the word “faculty” and **insert** the word “appointment” after the word  
152 “regular”; and it is

153  
154 **Resolved**, that Chapter IV§B2 (now labeled IV§C2) be amended to **strike** the entirety of  
155 subsections 2m through 2p (now labeled 2l – 2o) and **insert** the following text in their  
156 place:

157 “3. Modifiers

158 a. The Part-Time modifier is assigned to members of the faculty who have less than  
159 full normal workloads in teaching research, and/or public service. Such faculty may  
160 be appointed to a rank in any faculty designation, consistent with their qualifications  
161 and duties, with the modifier, “Part-Time”.

- 162 i. Such appointments are made for one semester or one year, and are renewable.  
163 Qualifications for rank at initial appointment and for promotion are the same as  
164 for the unmodified rank.
- 165 ii. These employees participate in the state retirement system, but appointments  
166 for less than three-quarters time do not carry any insurance or related fringe  
167 benefits, nor do they allow for reduced fees for enrollment in university courses.
- 168 b. The Visiting modifier denotes a temporary appointment of an individual engaged in  
169 a combination of teaching, research and/or public service for a term of one year or  
170 less, subject to limited renewals. Such faculty may be appointed to a rank in any  
171 faculty designation, consistent with their qualifications and duties, with the prefix,  
172 “Visiting”.
- 173 i. Visiting appointments are only appropriate in cases in which the association with  
174 the university is meant to be temporary and brief.
- 175 ii. The qualifications for visiting appointments shall be comparable to those for  
176 appointment at the corresponding unmodified rank.
- 177 c. The Temporary modifier is assigned to individuals engaged exclusively in teaching  
178 who receive limited duration appointments. These special appointments are  
179 intended to address specialized or emergent teaching needs and shall be for one-  
180 year or less and may be renewed. Such faculty may only be appointed to the  
181 Lecturer rank, with the prefix, “Temporary”.
- 182 d. ROTC Faculty are Army and Air Force personnel, nominated by their respective  
183 services, who are approved by the University for special appointment to the faculty  
184 of the Reserve Officer Training Corps program. Such faculty may be appointed to a  
185 rank in any faculty designation, consistent with their qualifications and duties, with  
186 the suffix, “ROTC”.
- 187 i. These appointments are generally for three-year terms.
- 188 e. The Adjunct modifier denotes a special advisory appointment. It may be assigned to  
189 individuals with no other Clemson University faculty appointment who bring needed  
190 expertise to the teaching, research, or public service programs of the University.  
191 Such faculty may be appointed to a rank in any faculty designation, consistent with  
192 their qualifications and duties, with the prefix, “Adjunct”.
- 193 i. The qualifications for adjunct faculty rank shall be comparable to those for  
194 appointment at the corresponding unmodified rank.
- 195 ii. Adjunct appointments generally do not involve remuneration from the  
196 University; are for up to five years; are individually negotiated as to terms; and  
197 may be renewable.

198           iii. Adjunct appointments shall be limited to those making active contributions to  
199           the teaching, research or public service programs of the University, and must be  
200           approved and reviewed by the departmental TPR committee.”; and it is  
201

202 **Resolved**, that Chapter V§D5b be amended to **strike** the word “Lecturers” and **insert** the  
203 words “Other one-year regular appointments”; and it is

204 **Resolved**, that Chapter V§D5b.i be amended to **strike** the word “Lecturer” and **insert** the  
205 words “one-year regular” before the word “appointment”; **insert** the words “not on the  
206 tenure track” after the word “person”; **strike** the words “as a Lecturer” after the words  
207 “continuous service”; **strike** the word “any” and **insert** the word “the” after the words  
208 “provision of”; and **strike** the words “to Lecturer” and **insert** the words “except for those  
209 contingent on external grant and contract funds” at the end of the paragraph; and it is

210 **Resolved**, that Chapter V§D5b.ii be amended to **insert** the word “regular” after the word  
211 “continuous”; **strike** the words “as a lecturer” after the first instance of the word  
212 “appointment”; **strike** the word “any” and **insert** the word “the” before the second  
213 instance of the word “appointment”; and **strike** the words “to Lecturer” and **insert** the  
214 words “except for those contingent on external grant and contract funds” at the end of the  
215 paragraph; and it is  
216

217 **Resolved**, that Chapter V§D5c be amended to **strike** the words “Senior Lecturers” and  
218 **insert** the words “Multi-year regular appointments”; and it is  
219

220 **Resolved**, that Chapter V§D5c.i be amended to **strike** the words “Senior Lecturer” and  
221 **insert** the words “multi-year regular” before the first instance of the word “appointment”;  
222 **strike** the word “any” and **insert** the word “the” before the second instance of the word  
223 appointment; and **strike** the words “to Senior Lecturer” and **insert** the words “except for  
224 those contingent on external grant and contract funds” at the end of the paragraph; and it  
225 is  
226

227 **Resolved**, that Chapter V§D5c.i.1 be amended to **strike** the words “Senior Lecturer” and  
228 **insert** the word “appointment” before the words “shall be”; and it is  
229

230 **Resolved**, that Chapter V§D5d be amended to **strike** this section in its entirety; and it is  
231

232 **Resolved**, that Chapter V§D5e (now labeled V§D5d) be amended to **strike** the words “Other  
233 Faculty” and **insert** the words “Special Appointments”; and it is  
234

235 **Resolved**, that Chapter V§D5e.i (now labeled V§D5d.i) be amended to **strike** the words  
236 “Appointments to other faculty” and **insert** the words “Special appointments” at the  
237 beginning of the paragraph; and it is  
238

239 **Resolved**, that Chapter V§D5e.ii (now labeled V§D5d.ii) be amended to **insert** the words  
240 “as stipulated in the contract or appointment letter” at the end of the paragraph; and it is

241  
242 **Resolved**, that Chapter IX§D3 be amended to insert the words “references to “faculty”  
243 within this chapter refer to all faculty on regular appointments. For the purposes of election  
244 to shared governance committees,” after the words “Unless otherwise specified,”; and it is  
245

246 **Resolved**, that Chapter IX§K5 be amended to insert the words “College bylaws shall not  
247 exclude, either explicitly or by omission, any faculty with a regular appointment from  
248 eligibility to be elected or appointed to a college committee on the basis of ranks,  
249 designation, or tenure status except for those performing shared governance functions  
250 specifically restricted by the Faculty Manual.” at the beginning of the paragraph; indent  
251 the remainder of the paragraph as a new sub-paragraph; and strike the words “Faculty,  
252 special faculty,” from said sub-paragraph; and it is  
253

254 **Resolved**, that Chapter IX§L7 be amended to insert the words “Departmental bylaws shall  
255 not exclude, either explicitly or by omission, any faculty with a regular appointment from  
256 eligibility to be elected or appointed to a departmental committee on the basis of ranks,  
257 designation, or tenure status except for those performing shared governance functions  
258 specifically restricted by the Faculty Manual.” at the beginning of the paragraph; indent  
259 the remainder of the paragraph as a new sub-paragraph; and strike the words “Faculty,  
260 special faculty,” from said sub-paragraph.  
261

262 *This resolution will become effective upon approval by the Clemson University Executive*  
263 *Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.*  
264

## 265 **FINAL PROPOSED LANGUAGE**

### 266 Chapter IV The Faculty

#### 267 A. General Qualifications for Faculty Appointments

#### 268 B. Appointment Types

269 1. All faculty shall receive an appointment letter that serves as an official record of their  
270 obligations, rights, and responsibilities while affiliated with the institution. Unless  
271 specified by the *Faculty Manual*, the type of appointment is independent of the  
272 designation or rank which a faculty member is conferred.

273 a. Conditions of appointment shall be fully detailed in the letter of appointment,  
274 including at a minimum:

- 275 i. The appointment rank;
- 276 ii. The type and duration of the appointment;
- 277 iii. The primary academic unit to which the faculty member is appointed, which will  
278 serve as the academic home for the purposes of annual review, reappointment,  
279 promotion, and tenure;
- 280 iv. Any remuneration to be paid to the faculty member.

#### 281 2. Regular Appointments

282 a. Faculty with regular appointments shall have all rights and responsibilities as  
283 members of the faculty of the institution, including voting membership. Regular  
284 appointments are full-time appointments in an academic unit that is under the  
285 jurisdiction of the Provost for individuals expected to have a permanent or  
286 continuing association with the university, subject to the policies in the *Faculty*  
287 *Manual*.

288 **NOTE:** For the purposes of appointment type, “full-time” shall mean full time,  
289 full time equivalent, or with a full time converted academic workload.

290 b. The primary responsibilities of those holding regular appointments are teaching,  
291 research, and service; or any combination thereof.

292 i. Individuals who have primarily administrative responsibilities hold special  
293 appointments, as described in CHAPTER IV B.3., but resume their regular  
294 appointments upon termination of their administrative responsibilities.

295 c. Regular appointments shall be made in accordance with the policies and  
296 procedures for recruitment and appointment of faculty as described in CHAPTER V  
297 B.5. and shall be reviewed by the appropriate TPR committee prior to the initial  
298 appointment and in accordance with the criteria and procedures outlined in the  
299 unit’s TPR guidelines and the *Faculty Manual*.

300 d. Regular appointments shall be renewable, and any renewal of appointment shall be  
301 reviewed by the appropriate TPR committee in the penultimate year of the  
302 appointment in accordance with the criteria and procedures outlined in the unit’s  
303 TPR guidelines and the *Faculty Manual*.

304 i. Faculty with regular appointments that will not be renewed shall be notified in  
305 advance in accordance with CHAPTER V D.5.

306 e. Faculty with regular appointments shall be reviewed for promotion by the  
307 appropriate TPR committee in accordance with the criteria and procedures outlined  
308 in the unit’s TPR guidelines and the *Faculty Manual*.

### 309 3. Special Appointments

310 a. Faculty appointed under other specific conditions aside from those restricted or  
311 characterized by a regular appointment shall receive a special appointment. Any  
312 appointment with duties and responsibilities that are modified from what is  
313 delineated in the *Faculty Manual*, shall be considered a special appointment and as  
314 such the faculty rank shall be appended with the appropriate modifier. Special  
315 appointments do not automatically confer rights and responsibilities as members of  
316 the faculty with regular appointments unless expressly granted in the college or unit  
317 bylaws.

318 b. Special appointments shall be for fixed terms and are made in accordance with the  
319 criteria and procedures outlined in the unit’s TPR guidelines.

- 320 i. The length of a special appointment may be subject to restrictions for the specific  
321 modifier that applies to the appointment, as described in CHAPTER IV C.3.
- 322 c. Special appointments may be renewable, in accordance with the criteria and  
323 procedures outlined in the TPR guidelines subject to any conditions specified in the  
324 appointment letter.
- 325 d. Faculty with special appointments that are conferred a faculty designation with a  
326 promotable path shall be reviewed for promotion in accordance with the criteria and  
327 procedures outlined in the unit's TPR guidelines.
- 328 e. Academic administrators and any faculty member with primarily administrative  
329 duties shall receive a special appointment specifically delineating the terms, duties,  
330 and responsibilities for the position. A special appointment to an administrative  
331 position may supplement a regular appointment with specific modifications of rights  
332 and responsibilities.

333 C. Faculty Ranks Designations

334 1. Tenured and Tenure Track Faculty Ranks

- 335 a. ~~Regular appointments are full-time appointments in an academic unit that is under~~  
336 ~~the jurisdiction of the Provost for individuals expected to have a permanent~~  
337 ~~association with the university.~~

338 **a. All ranks within the tenured and tenure track faculty designation shall carry a**  
339 **regular appointment unless the duties and responsibilities are modified.**

- 340 b. These are tenurable appointments, except for the rank of Instructor.

- 341 c. Until tenure is granted, regular **tenure track** appointments are for one-year terms.

- 342 i. Non-renewal requires advance notice in accordance with CHAPTER V D.5.a.

343 **d. Tenured appointments are permanent appointments subject to post-tenure review**  
344 **in accordance with CHAPTER V G.**

- 345 d. ~~Regular appointments carry voting membership in the University Faculty.~~

- 346 e. Some individuals are assigned regular **these** faculty ranks without tenure in  
347 accordance with agreements between Clemson University and governmental  
348 entities such as the U.S. Army and Air Force ROTC units and the South Carolina  
349 Cooperative Fish and Wildlife Research Unit.

350 2. Other Faculty Ranks Designations

- 351 a. Prior to making an offer of appointment, the department chair must receive  
352 verification of the existence and sufficiency of the funding supporting the appointment  
353 from the appropriate dean or the Provost.

- 354 b. ~~Conditions of appointment shall be fully detailed in the letter of appointment,~~  
355 ~~including at a minimum.~~

- 356 i. ~~The appointment rank;~~

- 357 ii. ~~The department, school, center or institute to which the academic appointment~~  
358 ~~applies;~~



- 359           iii. ~~Any remuneration to be paid to the faculty member.~~
- 360           b. No other faculty appointments **in other designations** are tenurable ~~nor carry any~~  
361           ~~expectation of renewal~~, although appointments may be renewed.
- 362           c. Service in other faculty ranks normally does not count towards a tenure track faculty  
363           rank probationary period.
- 364           d. Specific procedures and standards for promotion and reappointment are set for in  
365           each department's tenure, promotion and reappointment document.
- 366           e. Appointment of an individual to a tenured or tenure track rank from any other  
367           faculty designation must follow the personnel practices and procedures for  
368           appointment described in CHAPTER V B.
- 369           f. **Research Faculty** ranks, which include the titles of research professor, research  
370           associate professor, and research assistant professor (depending upon professional  
371           qualifications), may be assigned to persons engaged in full time research who have  
372           research as their principal assignment and are supported by a variety of mechanisms  
373           (internal and external sources).
- 374           i. The expectation is that 100% of salary support (including fringe benefits) is  
375           derived from grant and contract funds obtained by the research faculty member  
376           consistent with the terms of appointment.
- 377           ii. These positions are contingent upon the availability of external funds and  
378           adequate space; positions may be terminated upon expiration of external funding  
379           per the terms of the appointment letter.
- 380           iii. Terms of continuous employment when external funding is less than 100% will be  
381           documented in the departmental tenure, promotion and reappointment  
382           document, and will be contingent on plans for and contributions to the  
383           department's undergraduate, graduate and public service programs that  
384           interface with their research or public service activities. Examples are  
385           participation in departmental seminars, research exposure with undergraduate  
386           and graduate students, provision for funding of graduate students, service on the  
387           graduate advisory committee, and public service activities related to the  
388           department's mission.
- 389           g. **Extension Faculty** ranks, which include the titles of extension professor, extension  
390           associate professor, and extension assistant professor (depending upon professional  
391           qualifications), may be assigned to persons who have extension as their assignment  
392           and are supported by a variety of internal and external sources (including PSA  
393           funding);
- 394           i. The expectation is that 100% of salary support (including fringe benefits) is  
395           derived from grants and external funds obtained by the extension faculty  
396           member.

- 397 ii. These positions are contingent upon the availability of external funds and  
398 adequate space; positions may be terminated upon expiration of external funding  
399 per the terms of the appointment letter.
- 400 iii. Individuals holding these positions will be subject to annual review utilizing the  
401 faculty activity system for faculty continuance.
- 402 iv. Continuous employment will be based on departmental promotion and  
403 reappointment criteria, documented in the departmental tenure, promotion and  
404 reappointment document and will be contingent upon plans for and contributions  
405 to the department's extension and/or public service programs.
- 406 v. Distribution of indirect costs or overhead generated shall follow University policy.
- 407 h. **Clinical Faculty**, which include the titles of clinical professor, clinical associate  
408 professor, clinical assistant professor, and instructor (depending upon professional  
409 qualifications) may be granted to persons of professional qualifications who perform  
410 teaching, research, service, or extension functions in a clinical environment and/or  
411 supervising students in an academic, clinical, or field settings in connection with an  
412 established program of the University.
- 413 i. **Lecturers**
- 414 i. No person in a lecturer rank whose appointment begins after 15 May 2011 shall  
415 have administrative duties inconsistent with those of regular faculty.
- 416 ii. Length of service in any lecturer rank is, itself, not a sufficient criterion for  
417 promotion in lecturer ranks. Instead, the process and criteria for promotion in  
418 lecturer ranks are determined by departments/ schools and shall be described in  
419 their TPR guidelines and procedures.
- 420 iii. **Lecturer** is the rank assigned to persons who have teaching as their primary job  
421 assignment.
- 422 iv. ~~**Temporary Lecturer** is assigned to individuals who receive limited duration~~  
423 ~~appointments. These appointments shall be for one year or less and may be~~  
424 ~~renewed.~~
- 425 iv. **Senior Lecturer** is the rank which recognizes the efforts, contributions, and  
426 performance of those who combine effective instruction with additional  
427 significant contributions to the mission of the University.
- 428 v. **Principal Lecturer** is the rank which recognizes the efforts, contributions, and  
429 performance of those who combine effective instruction with additional  
430 significant contributions to the mission of the University.
- 431 j. The title of **Professor of Practice** (or "Professor of Practice of [discipline]")  
432 designates persons eminently qualified, experienced, and distinguished in their  
433 professions, but whose career paths and experiences have not been or are not  
434 primarily in the academy.

- 435 i. A Professor of Practice will contribute to a department's, school's, or college's  
436 academic mission by sharing professional experiences through teaching or  
437 research activities.
- 438 ii. This appointment must be approved by the home department's TPR committee.
- 439 iii. The appointee's performance must be reviewed annually by the home  
440 department's TPR committee.
- 441 k. The title of Post-Doctoral Research Fellow denotes an appointment for special  
442 research functions, typically in connection with externally funded research projects.
- 443 i. The individuals appointed **granted these special appointments** shall have the  
444 general qualifications for regular faculty **appointment**.

### 445 **3. Modifiers**

- 446 a. The Part-Time Faculty designation **modifier** is assigned to members of the faculty  
447 who have less than full normal workloads in teaching research, and/or public  
448 service. Such faculty may be appointed to ~~the ranks of Instructor, Assistant~~  
449 ~~Professor, Associate Professor or Professor~~ **a rank in any faculty designation,**  
450 **consistent with their qualifications and duties**, with the modifier, "Part-Time".
- 451 i. Such appointments are made for one semester or one year, and are renewable.  
452 Qualifications for rank at initial appointment and for promotion are the same as  
453 for regular faculty ranks **the unmodified rank**.
- 454 ii. These employees participate in the state retirement system, but appointments  
455 for less than three-quarters time do not carry any insurance or related fringe  
456 benefits, nor do they allow for reduced fees for enrollment in university courses.
- 457 b. The ~~title of~~ Visiting Faculty **modifier** denotes a temporary appointment of an  
458 individual **engaged in a combination of teaching, research and/or public service** for  
459 a term of one year or less, subject to limited renewals. **Such faculty may be**  
460 **appointed to a rank in any faculty designation, consistent with their qualifications**  
461 **and duties, with the prefix, "Visiting"**.
- 462 i. Visiting appointments are only appropriate in cases in which the association with  
463 the university is meant to be temporary and brief.
- 464 ii. The qualifications for visiting faculty **appointments** shall be comparable to those  
465 for appointment at ~~the~~ corresponding regular faculty **unmodified** rank.
- 466 c. **The** Temporary Lecturer **modifier** is assigned to individuals **engaged exclusively in**  
467 **teaching** who receive limited duration appointments. These **special** appointments  
468 **are intended to address specialized or emergent teaching needs and** shall be for  
469 one-year or less and may be renewed. **Such faculty may only be appointed to the**  
470 **Lecturer rank, with the prefix, "Temporary"**.
- 471 d. ROTC Faculty are Army and Air Force personnel, nominated by their respective  
472 services, who are approved by the University for **special** appointment to the faculty

473 of the Reserve Officer Training Corps program. **Such faculty may be appointed to a**  
474 **rank in any faculty designation, consistent with their qualifications and duties, with**  
475 **the suffix, “ROTC”.**

- 476 i. These appointments are generally for three-year terms.
- 477 ii. ~~The appropriate faculty rank is determined by the qualifications of the~~  
478 ~~individual.~~

479 e. **The Adjunct Faculty modifier** denotes a **special** advisory appointment. It may be  
480 assigned to individuals with no other Clemson University faculty appointment who  
481 bring needed expertise to the teaching, research, or public service programs of the  
482 University. **Such faculty may be appointed to a rank in any faculty designation,**  
483 **consistent with their qualifications and duties, with the prefix, “Adjunct”.**

- 484 i. The qualifications for adjunct faculty rank shall be comparable to those for  
485 appointment at **the** corresponding ~~regular faculty~~ **unmodified** rank.
- 486 ii. Adjunct appointments generally do not involve remuneration from the  
487 University; are for up to five years; are individually negotiated as to terms; and  
488 may be renewable.
- 489 iii. Adjunct appointments shall be limited to those making active contributions to  
490 the teaching, research or public service programs of the University, and must be  
491 approved and reviewed by the departmental TPR committee.

## 492 Chapter V Personnel Practices

### 493 D. Procedures for Reappointment, Tenure, and Promotion

#### 494 5. Notification of Reappointment and Non-Reappointments

##### 495 a. Tenure track faculty

- 497 i. The dean of the college shall notify tenure track faculty members of the terms and  
498 conditions of the renewal of their appointments no later than May 16.  
499 (1) Salary notification may be delayed until after the General Assembly has acted  
500 because the University budget requires legislative approval.
- 501 ii. Written notice that a tenure track appointment is not to be renewed shall be given  
502 to the faculty member in advance of the expiration of the appointment, regardless  
503 of the stated term or other provisions of any appointment, according to the  
504 following schedule:  
505 (1) Not less than three months in advance of the appointment’s expiration if the  
506 faculty member is in the first year of service;  
507 (2) Not less than six months in advance if in the second year of service;  
508 (3) At least 12 months before the expiration of an appointment after two or more  
509 years of service.

##### 510 b. Lecturers **Other one-year regular appointments**

- 511 i. Written notice that a ~~Lecturer~~ **one-year regular** appointment for a person **not on**  
512 **the tenure track**, with three or fewer years of continuous service, ~~as a Lecturer~~ is to

513 be renewed or not renewed must be provided before July 15 for the following  
514 August 15–May 16 term, regardless of the stated term or other provisions of ~~any~~  
515 the appointment, **except for those contingent on external grant and contract**  
516 **funds.** ~~to Lecturer.~~  
517 ii. After May 16 following completion of four or more one-year terms of continuous  
518 regular appointment ~~as a lecturer~~, one year’s notice of non-renewal must be  
519 provided, regardless of the stated term or other provisions of ~~any~~ the appointment,  
520 **except for those contingent on external grant and contract funds.** ~~to Lecturer.~~  
521 iii. In cases in which there is non-reappointment or in which there is a discrepancy in  
522 the recommendation for reappointment between the TPR committee and that of  
523 the department chair, the department chair shall make the dean aware of the  
524 situation. The dean, after meeting with the chair and with the committee to discuss  
525 the situation, will render a decision.

526 c. ~~Senior Lecturers~~ **Multi-year regular appointments**

527 i. ~~Written notice that a Senior Lecturer~~ **multi-year regular** appointment is not to be  
528 renewed shall be given to the faculty member by July 15 in the penultimate year  
529 and at least 12 months before the expiration of the appointment, regardless of the  
530 stated term or other provisions of ~~any~~ the appointment, **except for those**  
531 **contingent on external grant and contract funds.** ~~to Senior Lecturer.~~  
532 (1) Should notice of non-reappointment not be given before this date, the ~~Senior~~  
533 ~~Lecturer~~ **appointment** shall be automatically ~~reappointed~~ **renewed** for an  
534 additional term.

535 d. ~~Principal Lecturers~~

536 i. ~~Written notice that a Principal Lecturer appointment is not to be renewed shall be~~  
537 ~~given to the faculty member by July 15 in the penultimate year and at least 12~~  
538 ~~months before the expiration of the appointment, regardless of the stated term or~~  
539 ~~other provisions of any appointment to Principal Lecturer.~~  
540 (1) Should notice of non-reappointment not be given before this date, the ~~Principal~~  
541 ~~Lecturer~~ shall be automatically ~~reappointed~~ for an additional term.

542 d. ~~Other Faculty~~ **Special Appointments**

543 i. ~~Appointments to other faculty~~ **Special appointments** do not require notice of non-  
544 renewal since such appointments are for stated periods of limited association with  
545 the university.  
546 ii. The university does renew special appointments on a year-to-year basis in some  
547 instances. In such cases the university endeavors to provide reasonable notice of  
548 subsequent non-renewal, **as stipulated in the contract or appointment letter.**  
549

550 Chapter IX Faculty Participation in University Governance

551 D. Faculty Participation in Shared Governance

552 3. Unless otherwise specified, **references to “faculty” within this chapter refer to all**  
553 **faculty on regular appointments. For the purposes of election to shared governance**

554 committees, the faculty who are accorded voting rights in accordance with college  
555 bylaws will be considered the electing body.

556 K. Faculty Participation in College Governance

557 5. **College bylaws shall not exclude, either explicitly or by omission, any faculty with a**  
558 **regular appointment from eligibility to be elected or appointed to a college committee**  
559 **on the basis of rank, designation, or tenure status except for those performing shared**  
560 **governance functions specifically restricted by the Faculty Manual.**

561 a. Membership on college committees need not be confined to faculty, except when  
562 specifically noted in the Faculty Manual; ~~Faculty, special faculty,~~ student and/or staff  
563 representation shall be provided for wherever appropriate.

564 L. Faculty Participation in Departmental Governance

565 7. **Departmental bylaws shall not exclude, either explicitly or by omission, any faculty**  
566 **with a regular appointment from eligibility to be elected or appointed to a**  
567 **departmental committee on the basis of rank, designation, or tenure status except for**  
568 **those performing shared governance functions specifically restricted by the Faculty**  
569 **Manual.**

570 a. Membership on departmental committees need not be confined to faculty, except  
571 when specifically noted in the Faculty Manual; ~~Faculty, special faculty,~~ student  
572 and/or staff representation shall be provided for wherever appropriate.

573



**FACULTY SENATE RESOLUTION 202408**

**Policy Committee Approval: April 30, 2024**

**Faculty Senate Consideration (proposed): June 11, 2024**

**Topic: “TPR Criteria and Committee Membership”**

**Whereas**, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

**Whereas**, the University also provides for such participation in matters of pertaining to academic policies, procedures, and practices at the university level; and

**Whereas**, the membership of the Faculty, as defined in the *Constitution of the Faculty of Clemson University*, was amended in the fall of 2023 to include all faculty who perform teaching, research, and service, or any combination thereof rather than specific faculty ranks or designations; and

**Whereas**, Policy Committee Report 202323 (PCR202323), accepted by the Faculty Senate on May 14, 2024, defined the rights and responsibilities of faculty on regular appointments, including to participate in peer review of other faculty; and

**Whereas**, the *Faculty Manual* Chapter V describes the policies and procedures for faculty to participate in peer review for the purposes of appointment, reappointment, promotion, and tenure; and

**Whereas**, the policies and procedures therein currently limit who may participate in these peer review processes by restricting the membership of Tenure, Promotion, and Reappointment (TPR) Committees to tenured and tenure-track faculty; and

**Whereas**, Policy Committee Report 202319 (PCR202319) recommended the *Faculty Manual* be updated to grant eligibility for membership on TPR committees to all regularly appointed faculty and to ensure peer representation on such committees; and

**Whereas**, the conclusions and recommendations of PCR202319 were accepted by the Faculty Senate on May 14, 2024; and

**Whereas**, amendments to the *Faculty Manual* must be made in order to affect the recommendations of PCR 202319; it is therefore

**Resolved**, that Chapter V§D1b of the *Faculty Manual* be amended to insert the words

43 “subject to the restriction that voting on the standards for the granting of tenure is limited  
44 to tenured faculty” at the end of the paragraph; and it is

45  
46 **Resolved**, that Chapter V§D1e.iv of the *Faculty Manual* be amended to **strike** the word  
47 “the” and **insert** the word “a” at the beginning of the paragraph; to **insert** the words  
48 “issuing a recommendation for reappointment, promotion, or tenure” after the words “TPR  
49 committee”; and **insert** the word “voting” before the word “members”; and it is

50  
51 Resolved, that Chapter V§D1e of the *Faculty Manual* be further amended to **strike** the  
52 entirety of the subsections ii and iii and **insert** the following text in their place:

53 “ii. The departmental TPR document must include procedures for selecting the TPR  
54 committee chair, subject to the following restrictions:

55 (1) The TPR committee chair shall not be appointed by the department  
56 chair.

57 (2) If the TPR committee chair is elected, either by the members of TPR  
58 committee or by the entire departmental faculty, eligibility to vote in the  
59 election shall not be restricted by faculty rank, faculty designation, or  
60 tenure status.

61 (3) If the TPR committee discusses and makes recommendations on a  
62 personnel decision for which the TPR committee chair is not eligible to  
63 participate or vote because of their rank, designation, or tenure status,  
64 they shall serve in a non-voting capacity.

65  
66 iii. Individuals who, as administrators, have input into faculty personnel decisions  
67 such as appointment, tenure, and promotion shall not be eligible for  
68 membership or voting rights on any TPR committee.

69  
70 iv. For a TPR committee making recommendations for tenure, eligibility for voting  
71 rights shall be limited to tenured faculty. Eligibility for non-voting membership  
72 for faculty of other designations shall be specified in the departmental TPR  
73 document.

74  
75 v. For a TPR committee making recommendations for promotion to a faculty rank,  
76 all departmental faculty at that rank or higher, within the same faculty  
77 designation, shall be included among those eligible for membership and voting  
78 rights and the departmental TPR document shall ensure representation of these  
79 ranks. Eligibility for membership and voting rights for faculty of other ranks and  
80 designations shall be specified in the departmental TPR document.

81  
82 vi. For a TPR committee making recommendations for reappointment to a faculty  
83 rank, all departmental faculty at a higher rank, within the same faculty  
84 designation, shall be included among those eligible for membership and voting  
85 rights and the departmental TPR document shall ensure representation from



86 these ranks. Eligibility for membership and voting rights for faculty of other ranks  
87 and designations shall be specified in the departmental TPR document.”  
88

89 *This resolution will become effective upon approval by the Clemson University Executive*  
90 *Vice President for Academic Affairs and Provost and its inclusion in the Faculty Manual.*  
91

## 92 **FINAL PROPOSED LANGUAGE**

### 93 Chapter V Personnel Practices

#### 94 D. Procedures for Reappointment, Tenure, and Promotion

##### 95 1. Guidelines for Department TPR documents, policies and procedures

96 b. Departmental faculty determine the tenure, promotion, and reappointment  
97 standards, as well as procedures for selecting the TPR committee and the  
98 procedures the committee must follow beyond those stipulated in the *Faculty*  
99 *Manual*, **subject to the restriction that voting on the standards for the granting of**  
100 **tenure is limited to tenured faculty.**

101 c. These standards and procedures will be stipulated in a department’s TPR document  
102 that is distinct from department or unit bylaws.

103 d. The TPR document containing written policies, procedures, and committee  
104 structures must be approved by the departmental faculty, department chair, college  
105 dean, and Provost.

106 e. Departmental policies must include the following requirements for TPR committee  
107 structure:

108 i. TPR committees shall be composed as defined in the department TPR document,  
109 subject to the restriction that committee members shall not be appointed by the  
110 department chair.

111 ~~ii. Limiting voting rights on a TPR committee making recommendations concerning~~  
112 ~~tenure to tenured faculty members excluding individuals who, as administrators,~~  
113 ~~have input into faculty personnel decisions such as appointment, tenure, and~~  
114 ~~promotion.~~

115 ~~iii. Limiting voting rights on a TPR committee making a recommendation concerning~~  
116 ~~promotion to rank or appointment at a rank to faculty with equivalent or higher rank.~~

117 ii. **The departmental TPR document must include procedures for selecting the TPR**  
118 **committee chair, subject to the following restrictions:**

119 (1) **The TPR committee chair shall not be appointed by the department chair.**

120 (2) **If the TPR committee chair is elected, either by the members of TPR committee**  
121 **or by the entire departmental faculty, eligibility to vote in the election shall not**  
122 **be restricted by faculty rank, faculty designation, or tenure status.**

123 (3) **If the TPR committee discusses and makes recommendations on a personnel**  
124 **decision for which the TPR committee chair is not eligible to participate or vote**

- 125 because of their rank, designation, or tenure status, they shall serve in a non-  
126 voting capacity.
- 127 iii. Individuals who, as administrators, have input into faculty personnel decisions  
128 such as appointment, tenure, and promotion shall not be eligible for membership  
129 or voting rights on any TPR committee.
- 130 iv. For a TPR committee making recommendations for tenure, eligibility for voting  
131 rights shall be limited to tenured faculty. Eligibility for non-voting membership for  
132 faculty of other designations shall be specified in the departmental TPR  
133 document.
- 134 v. For a TPR committee making recommendations for promotion to a faculty rank,  
135 all departmental faculty at that rank or higher, within the same faculty  
136 designation, shall be included among those eligible for membership and voting  
137 rights and the departmental TPR document shall ensure representation of these  
138 ranks. Eligibility for membership and voting rights for faculty of other ranks and  
139 designations shall be specified in the departmental TPR document.
- 140 vi. For a TPR committee making recommendations for reappointment to a faculty  
141 rank, all departmental faculty at a higher rank, within the same faculty  
142 designation, shall be included among those eligible for membership and voting  
143 rights and the departmental TPR document shall ensure representation from  
144 these ranks. Eligibility for membership and voting rights for faculty of other ranks  
145 and designations shall be specified in the departmental TPR document.
- 146 vii. The **A** TPR committee issuing a recommendation for reappointment, promotion,  
147 or tenure must have a minimum of three **voting** members.
- 148 (1) When three-member composition is not possible given the size of a department,  
149 use the procedures outlined in CHAPTER V D.2. a.ii.  
150