

**PRAIRIE VIEW A&M UNIVERSITY
UNIVERSITY ADMINISTRATIVE PROCEDURE**



12.01.99.P0.01 Academic Freedom, Responsibility and Tenure

Approved May 31, 2017

Reviewed: May 16, 2022

Next Scheduled Review: May 1, 2027

UAP Purpose

The purpose of this University Administrative Procedure (UAP) is to supplement System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) on topics such as written terms of employment, administrative leave, faculty dismissals for cause, non-renewal of non-tenured tenure track faculty at the end of a term appointment, financial exigency, the phasing out of programs, and annual performance review.

Definitions

Non-Tenure Track (NTT) Faculty – non-tenure track faculty are hired for a set period of time without the benefit of being offered a tenured position in the future and are given a contract that includes an end-date for employment.

Tenured Faculty - full-time faculty who have met the criteria for tenure within their respective school/colleges and have been recommended by the university president and approved by The Texas A&M System Board of Regents for tenure. Tenured faculty may be appointed at the Associate Professor or Professor level.

Tenure-track Faculty - full-time faculty who are hired on the tenure track. Tenure-track faculty may be appointed at the Assistant Professor or Associate Professor or (full) Professor level and serve on a probationary status until recommended by the university president and approved by The Texas A&M System Board of Regents for tenure or released by the university.

Official Procedures and Responsibilities

1. GENERAL

- 1.1 This UAP should be read in conjunction with System Policy [12.01 Academic Freedom, Responsibility and Tenure](#).
- 1.2 The following procedures apply equally to all current PVAMU faculty members and any subsequent appointees. In addition, these procedures seek to establish a spirit of cooperation, good faith, and responsibility.

2. ACADEMIC FREEDOM

- 2.1 Section 1 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses academic freedom.

3. ACADEMIC RESPONSIBILITY OF FACULTY MEMBERS

- 3.1 Section 2 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses academic responsibility of faculty members.

4. WRITTEN TERMS OF EMPLOYMENT

- 4.1 Section 3 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses written terms of employment.
- 4.2 For detailed information on Professional Track (NTT) faculty differentiation, see System Policy [12.07 Fixed Term Academic Professional Track Faculty](#).

5. TENURE

- 5.1 Section 4 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses tenure. Also see [University Rule 12.01.99.P1 Granting Extension of Tenure Probationary Period](#), and the [PVAMU Promotion and Tenure Manual](#) for additional information.

6. ADMINISTRATIVE LEAVE

- 6.1 Section 5 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses administrative leave.

7. DISMISSAL OF FACULTY FOR CAUSE

- 7.1 Section 8 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses dismissal of faculty for cause.
- 7.2 In the event of a dismissal, tenured faculty members have a right to mediation.
- 7.3 In any evidentiary hearing, the burden of proof rests with the faculty member.

8. NON-RENEWAL OF NON-TENURED TENURE TRACK FACULTY AT END OF APPOINTMENT

- 8.1 Section 7 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses non-renewal of non-tenured tenure track faculty members at the end of appointment.
- 8.2 An appeal against the decision of non-renewal may be filed with the Provost, who shall refer the appeal to a preliminary review committee composed of three faculty members. If the committee determines that the faculty member has established a prima facie case that the decision of non-renewal was made in violation of the faculty member's academic freedom, for an illegal reason, or without adequate consideration of the faculty member's record of professional achievement, the matter shall be referred for an evidentiary hearing. Membership of the evidentiary hearing committee will be selected by the Provost who may consult with the Faculty Senate. The committee will consist of three tenured faculty members with no previous exposure or involvement with the case. The committee's recommendation is advisory.

9. DISMISSAL FOR CAUSE HEARINGS

- 9.1 Section 8 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses dismissal for cause hearings.
- 9.2 An appeal against the decision of dismissal may be filed with the Provost, who shall refer the appeal to a preliminary review committee composed of three faculty members. If the committee determines that the faculty member has established a prima facie case that the decision of dismissal was made in violation of the faculty member's academic freedom, for an illegal reason, or without adequate consideration of the faculty member's record of professional achievement, the matter shall be referred for an evidentiary hearing. Membership of the evidentiary hearing committee will be selected by the Provost who may consult with the Faculty Senate. The committee will consist of three tenured faculty members with no previous exposure or involvement with the case. The committee's recommendation is advisory.

10. TENURE, FINANCIAL EXIGENCY, AND TERMINATION OR REDUCTION OF PROGRAMS

- 10.1 Section 9 of System Policy [12.01 Academic Freedom, Responsibility and Tenure](#) addresses tenure, financial exigency, and termination or reduction of programs.
- 10.2 If a faculty member is notified that s/he has been selected for termination on the basis of a bona fide financial exigency or program reduction/termination, the faculty member will have ten (10) business days to request a hearing before a committee appointed by the Provost and Senior Vice President for Academic Affairs (Provost). The Provost shall appoint a committee consisting of the two most senior faculty members from each college (based on time in rank at PVAMU) and who are not subject to the termination order being considered by the hearing committee.

11. ANNUAL PERFORMANCE REVIEW

- 11.1 All faculty members shall undergo an annual review of their performance by their department head or supervisor. The annual review shall be conducted in accordance with the guidelines outlined in the [PVAMU Faculty Handbook](#). The purpose of regular reviews is to provide a mechanism to facilitate dialogue between the administration and the faculty.

12. LOSS OF TENURE

- 12.1 Tenure is relinquished when a faculty member:
- 12.1.1 Retires (excluding partial retirement);
 - 12.1.2 Resigns;
 - 12.1.3 Is dismissed for cause pursuant to System Policy [12.01, Academic Freedom, Responsibility and Tenure](#); or,
 - 12.1.4 Is not employed with PVAMU for more than one calendar year unless on approved leave of absence.

13. EXTENSIONS AND SPECIAL CIRCUMSTANCES

- 13.1 Extensions and special circumstances are outlined in [University Rule 12.01.99.P1 Granting Extension of Tenure Probationary Period](#).
- 13.2 Tenure-track faculty may request an extension of their probationary period beyond

seven (7) years for specific reasons or special circumstances. Such extensions must be based on extraordinary circumstances and require written concurrence by the faculty member, department head, dean, and the Provost.

Related Statutes, Policies, Regulations and Rules

[System Policy 12.01 Academic Freedom, Responsibility and Tenure](#)

[System Policy 12.06 Post-Tenure Review of Faculty and Teaching Effectiveness](#)

[System Policy 12.07 Fixed-Term Academic Professional Track Faculty](#)

[University Rule 12.01.99.P1 Granting Extension of Tenure Probationary Period](#)

[PVAMU Promotion and Tenure Manual](#)

Contact Office

Office of Academic Affairs 936-261-2175
