



IUPUI

OFFICE OF ACADEMIC AFFAIRS

FA Box-PT Early Application for Tenure

The most basic rule for **when someone can apply early** for tenure is: NO SOONER than after their third year review.

IUPUI Faculty Guide policy stipulates that only people who enter a tenure-track position with *more than two* years of credit towards tenure, stated in the hire documents, are exempt from the third year review. This ALMOST NEVER happens.

People who enter with one year, have their third year review in their second year; with two years, have it in the spring of their first year.

We have allowed people who do NOT have explicit grants of credit towards tenure to have early third-year reviews, but....not to apply for tenure until after they have that review and receive that feedback from their departments, chairs, schools, and dean.

So the **earliest** would be the fall of someone's second year at IUPUI.

Someone is allowed *only one full review* for tenure: "full review" is interpreted as including the chancellor/presidential level, so someone who begins but *withdraws* before that level, has not yet had the "one" full review.

Someone is also allowed *only one early attempt at tenure*: "attempt" is interpreted as *starting* the process. And "starting the process" is interpreted as "external letters have been solicited" and at least some have arrived.

If someone withdraws their case AFTER the letters have been received, and BEFORE the chancellor level, they would then only be able to apply at the regular time.

This is the general IUPUI rule. For IUSM faculty who have a 9 year tenure clock, please consult with IUSM. Repeated starts of the application for tenure should be discouraged.

All external letters once received must be retained for three years unless replaced by revised versions from the same referees, unless the candidate changes his or her area of excellence.

That is, when the candidate applies again, each original letter-writer is contacted and asked to revise the letter based on the current case. If the letter-writer does NOT provide a revision, if the candidate has changed the area of excellence the letter can be removed, but if the candidate has the same area of excellence the letter must be retained.

Six new or explicitly revised letters are needed for the new case.

For questions related to faculty affairs, please contact the
IUPUI Office of Academic Affairs team at acadhr@iupui.edu



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Time-in-rank and productivity considerations: IUPUI faculty come to their IUPUI positions with a variety of previous experiences and positions at other institutions.

- For a tenure decision, reviewers will be looking for an adequate *trajectory* that indicates an *emerging national reputation*.
- Units with numerical productivity criteria should be especially careful spell out what counts, and why, in their third year reviews so as to have a common understanding.
- When faculty have leaves, that time does not exist in the calculation. For example, someone in their fourth year at IUPUI with one year of leave would be evaluated in light of productivity expectations for a three-year-period of time.

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