

University-Level Review Committee (ULRC) Guidelines Updated October 24, 2019 ¹

The purpose of the University-Level Review Committee (ULRC) is to provide advice to the Provost on promotion and tenure decisions for those dossiers where there is one or more negative recommendations provided by the candidate's unit, Chair/Director, college committee, or Dean.

1. ULRC membership will consist of two elected bargaining unit faculty members (BUFM) from each college.
 - a. BUFM eligible to be elected and serve on the ULRC shall hold the rank of either professor or QRF professor (or QRF associate professor in colleges without QRF professors).
 - b. BUFM will be elected for staggered two-year terms.
 - c. Election procedures shall be developed to ensure balanced representation of no fewer than three TTF and QRF. In initial year, each college will be requested to elect both a TTF and QRF. The Colleges of A&S, BA, Firelands, and TAAE will each elect one TTF to a two-year appointment and one QRF to a one-year appointment. The Colleges of EDHD, HHS, and MA will each elect one QRF to a two-year appointment and one TTF to a one-year appointment. As TTF and QRF members rotate off the committee, they will be replaced by the same category of faculty. University Libraries would elect one TTF member for a two-year appointment.
2. ULRC's advice to the Provost shall be based on the candidate's performance relative to the approved standards of the candidate's unit promotion and tenure policy.
3. All ULRC members will participate in the deliberation process for all candidates. ULRC members who voted on tenure and/or promotion in the candidate's home unit will recuse themselves from the deliberation.
4. One ULRC member as selected by ULRC members will serve as the lead reviewer. The lead reviewer for a TTF candidate will be at the rank of professor; the lead reviewer for a QRF candidate will be a QRF professor (or QRF associate professor).
5. The lead reviewer will draft a consensus advisory statement following deliberations by the committee. All ULRC members will sign the consensus advisory statement (noting any recusals).
6. Where a consensus advisory statement cannot be reached, the lead reviewer and a second reviewer (QRF associate professor or QRF professor for a QRF candidate and professor for a TTF candidate) will draft majority and dissenting advisory statements to the provost. All ULRC members will sign either the majority or dissenting advisory statements (noting any recusals).
7. ULRC advisory statements will be forwarded in writing to the Provost. At the request of the Provost, ULRC will meet with the Provost for further consultation.
8. There is no candidate rebuttal to the ULRC advisory statements.

¹ updates to comply with new QRF language in CBA #3