

Article 30: Contract Renewal, Tenure and Promotion

- 30.1 The granting of "tenure" to a faculty member is the provision in the employment contract between the University and the faculty member of a term that the duration of the contract is for an indefinite period and that a faculty member may terminate the contract in the following manner:
- 30.1.1 Resignation
 - 30.1.2 Repudiation
 - 30.1.3 Retirement
 - 30.1.4 Abandonment of position
- 30.2 The University may dismiss or discipline a Member of the bargaining unit for just and reasonable cause. Just and reasonable cause may arise from either culpable or nonculpable grounds or both in combination (see [Article 22: Discipline](#)).
- 30.3 A tenure-track appointment provides a period of mutual appraisal for the University and the faculty member. It does not imply inevitable appointment with tenure. A faculty member will receive only one consideration for tenure.
- 30.4 The rank of Instructor applies to tenure-track appointments where the faculty member is appointed prior to, but contingent on, the completion of the Ph.D. or equivalent. The standard length of contract for Instructors is four years. If the Ph.D. is not completed by the end of the third year, the contract will not normally be renewed.
- 30.5 The standard length of a pre-tenure contract for those hired as Assistant Professors is four years with a subsequent contract for three years, if the contract is renewed. For those hired as Associate Professors or Professors, the standard length of a pre-tenure contract is five years.
- 30.6 Appointments in all ranks are normally made effective September 1st of any year. Where effective appointment dates differ from September 1st, the letter of appointment will specify the September 1st that is applicable for consideration for contract renewal and/or tenure. For appointments commencing prior to January 1st in any given year, the September 1st of the previous year will be applicable; for appointments commencing between January 1st and August 31st, the following September 1st will be applicable.
- 30.7 The current University and Faculty/Department criteria for tenure and promotion will be provided to the Member by the Department Chair or Dean (in a non-departmentalized faculty) at the time of appointment.

Contract Renewal, Tenure and Promotion Schedule

- 30.8 For those with an initial appointment as Instructor:
- 30.8.1 Consideration for renewal of the contract for an additional four-year term will only occur if the Ph.D. is completed, and will occur in the third year of the initial appointment.
 - 30.8.2 Consideration for tenure will normally occur no later than the seventh year of appointment.
 - 30.8.2.1 In exceptional circumstances, and with the approval of the Dean and the Vice-President, Academic, the tenure review may occur in the eighth year of an appointment.
 - 30.8.3 Consideration for tenure may also be affected by the Schedule Modifications section below.

- 30.9 For those with an initial appointment as Assistant Professor:
- 30.9.1 Consideration for renewal of the contract for an additional three-year term will occur in the third year of the initial appointment.
 - 30.9.2 Consideration for tenure will occur no later than the sixth year of appointment (unless schedule is modified as per [Article 30.8.2.1](#) or Article 30.13 to 30.16, [Schedule Modifications](#)).
- 30.10 For those appointed without tenure at the rank of Professor or Associate Professor, consideration for tenure will occur no later than the fourth year of the appointment.

General

- 30.11 An Assistant Professor must apply for promotion to Associate Professor at the same time as they are considered for tenure. The awarding of tenure and promotion to Associate Professor cannot be separated.
- 30.12 Consideration for contract renewal and for tenure and promotion to Associate Professor is mandatory.
- 30.xx TPC Chairs must meet with the Member in the year prior to the submission of their application for tenure to review their general progress towards meeting the timeline and expectations for tenure consideration.

Schedule Modifications

Delay in Consideration

- 30.13 Tenure-track faculty members who have been on medical or parental leave from the University for four months or longer will be notified by the Office of the Vice-President, Academic that they may request a contract extension and, where applicable, a delay in tenure consideration for one year.
- 30.14 Tenure-track faculty members who have experienced other severely disruptive personal or professional circumstances during the period of appointment at the University may apply for a contract extension and, where applicable, a delay in tenure consideration.
- 30.xx Based on the meeting with the TPC Chair (Article 30.xx), where serious concerns with the success of the review are identified and are expected to be resolved in one year, and with the member's agreement, TPC Chairs may recommend to the Dean a one year delay.
- 30.15 The request is to be forwarded with recommendations by the Department Chair (in departmentalized faculties), the Dean (in all cases), and then to the Vice-President, Academic who will make the decision on the schedule modification. In exceptional circumstances only, delays of longer than two years may be considered.
- 30.16 Tenure-track faculty members on long term disability may have the schedules for contract renewal and tenure suspended or modified by the Vice-President, Academic.

Acceleration of Consideration (Early Tenure)

- 30.17 A faculty member may apply to be considered for tenure prior to the time specified in their letter of appointment if one of the following conditions apply:
- 30.17.1 Member is an Associate Professor or Professor with prior experience as a faculty member at another university and has at least one full year of experience at Simon Fraser University (must have completed one full year prior to the start of the tenure process on May 1st).
 - 30.17.2 Member is an Assistant Professor who has at least two years of experience as

a tenure track faculty member at Simon Fraser University and a minimum of five years has elapsed since the candidate obtained a Ph.D. or equivalent.

- 30.17.3 Member is an Assistant Professor who has at least three years as a full-time term faculty member immediately prior to the tenure-track appointment and at least one year in a tenure-track position, both at Simon Fraser University.
- 30.18 The Member must make a written submission, including a full curriculum vitae, to the Dean (copied to the Chair of the TPC) by April 1st outlining the reasons for the request.
- 30.19 In considering the request for early tenure consideration, the Dean must consult with the Chair of the TPC. The Dean must inform the faculty member and the Chair of the TPC in writing by April 15th whether the request is approved or rejected, with reasons. In a subsequent tenure consideration, the refusal of the Dean to approve an early tenure request will not be a relevant consideration.
- 30.20 Once the Dean has approved an early tenure consideration, withdrawal from the tenure consideration is not permitted.
- 30.21 Where the Dean approves a request for early consideration and if tenure is not granted, the faculty member's appointment will end after one year's notice.

Termination of Contract

- 30.22 Where a faculty member's contract is not renewed or they are not granted tenure, the faculty member will be sent written notice at least one year prior to the expiry date of their contract. Failure to give timely notice will not have the effect of extending or renewing an appointment.

Effect of Late Notice

- 30.23 If notice is not given one year prior to the expiry date of the contract, the faculty member will receive salary from the expiry date of their contract to the anniversary date of the sending of the notice. (The letter from the President regarding the tenure decision will constitute "notice" for the purpose of this article.)

Promotions

Promotion to Assistant Professor

- 30.24 An Instructor will be promoted to the rank of Assistant Professor upon the completion of the prerequisite academic or professional training set out in their appointment letter.
- 30.25 At any time after the completion of academic or professional training, an Instructor may submit proof of completion to the TPC.
- 30.26 The Chair of the TPC will then inform the Dean and the Vice-President, Academic that the condition for promotion to Assistant Professor has been fulfilled. The promotion will take effect at the beginning of the month following submission of degree completion documentation to the TPC.

Promotion to Associate Professor

- 30.27 An Assistant Professor must be considered for promotion to Associate Professor at the same time as they are considered for tenure.

Promotion to Full Professor

- 30.28 An Associate Professor may be considered for promotion to Professor if they have been granted tenure or are being simultaneously considered for tenure.

- 30.29 To be considered for promotion to Professor a faculty member will submit a written request including a full curriculum vitae to the Chair of the TPC asking for such consideration by ~~May~~ April 1st. If granted, the promotion will take place September 1st of the following year.
- 30.30 Where a faculty member's application for promotion to Professor has been unsuccessful, the faculty member cannot reapply for promotion to Professor in the next tenure/promotion application cycle; the faculty member must wait a minimum of one tenure/promotion application cycle before reapplying for promotion to Professor.
- 30.31 Consideration for promotion to Professor is not mandatory and withdrawal can occur until the Dean forwards their recommendation to the President or the Faculty Review Committee. Consideration for promotion will continue unless the faculty member provides written notice of withdrawal.

This article is agreed to by the parties on this ____ day of _____, 2019.

John O'Neil, for SFU

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