Faculty Relations Interpretation Bulletin

Topic: TPC Composition
Collective Agreement articles 29.3-29.16

There are new composition rules for TPCs starting with the election of TPCs in spring 2017.

1. There is no longer a TPC and a TARC. TPCs will deal with all renewal/tenure/promotion/salary review cases and will include a Teaching Faculty member for all cases if there is a Teaching Faculty member of that department.

2. Each TPC will include an Associate Professor or Professor from outside the unit (an external member). This member will be nominated by the Dean on the advice of the Chair and will be ratified along with the election/ratification of the other TPC members.
   - Deans will request that Chairs (and TPC Chairs) be asked to provide the Dean with one or two suggested nominees by March 1.
   - The Dean will nominate an external member for the TPC by March 30. The Dean should contact the external to be sure they are willing to serve if ratified.
   - If the Chair is not able to provide any potential nominees, the Dean will locate a nominee. Faculty Relations will assist Deans who are having difficulty finding a nominee.
   - When the TPC vote/ratification takes place, the external nominee must be included for ratification.
   - If the external member is not ratified by the unit, another external member must be nominated by the Dean.

3. Composition of the TPC (7 members):
   - TPC Chair (Department Chair/School Director or elected TPC Chair in non-departmentalized faculties)
   - One external nominated by the Dean and ratified by the members
   - One Assistant Professor (if there are any in the unit)
   - One Teaching Faculty (if there are any in the unit)
   - At least two and no more than three Professors
   - At least one and no more than three Associate Professors

   If there is only one Teaching Faculty member or one Assistant Professor in the unit, the unit should consult with the Dean (who may consult with Faculty Relations) on an alternate composition for the TPC.

4. TPCs must demonstrate gender diversity. This is not a new requirement, but if a TPC is having issues with gender diversity, please contact Faculty Relations to discuss.