

EMPLOYMENT PRACTICES
TENURE

DCB
(LOCAL)

DEFINITION

Award of tenure provides assurance to experienced faculty members who perform in an excellent manner so that they may expect to continue in their positions unless adequate cause for dismissal is warranted in a fair hearing showing established procedures of due process.

The performance of all tenured personnel shall be reviewed at least once every five years.

ELIGIBILITY

Eligibility is limited to those full-time employees who spend at least 50 percent of their regular duties in classroom instruction. This restriction shall apply to personnel employed after June 1, 1984.

A probationary period of seven years shall be served.

Temporary absence from the College District, such as an approved leave of absence, shall not be counted as part of the probationary period.

Employment at an institution other than the College District shall not be counted as part of the probationary period.

The probationary period shall commence for academic instructors upon award of the master's degree and upon attainment of master's degree equivalency (minimum of ten year's experience or a combination of experience and recognized formal training) for vocational-technical instructors.

To be eligible for tenure award evaluation, hence the possible award of tenure, academics instructors shall have attained at least six approved credit hours beyond the master's degree and vocational-technical instructors shall have attained the equivalent of six approved credit hours beyond the master's degree equivalency.

A tenured faculty member shall surrender tenure when he or she accepts a non-tenure track position and tenured status shall be restored upon again assuming a tenure track position.

TENURE AWARD
EVALUATION

When an eligible person meets the aforesaid requirements, the dean of instructional services shall notify that person, in writing, that he or she is eligible for evaluation for the purpose of awarding tenure. Upon receipt of the notification, he or she may apply for the evaluation.

The person making application for evaluation may present any information that he or she believes to be relevant and shall present any information that may be required by the dean of instructional services or the tenure committee. Both the application and any supporting information shall be forwarded through an individual's division chair.

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Application for evaluation shall be made only during the fall semester. The earliest that application can be made is the seventh year of employment.

The evaluation shall be conducted by a tenure committee, which shall be composed of all the deans of the College District and four faculty members appointed by the College President. The College President shall not be part of the committee.

The tenure committee shall assign a numeric rating to each application. A two-thirds majority vote of the members of the tenure committee shall be required for a favorable recommendation for the award of tenure.

The tenure committee shall notify the College President of its recommendations favorable to the award of tenure. The College President has the right to reject the committee's recommendation.

ACTIONS
SUBSEQUENT TO THE
EVALUATION

The applicant seeking tenure shall have the right to review the file compiled for the purpose of granting tenure. The applicant shall also have the right to know the scores on the numeric rating sheets as compiled by the committee. The actual vote of the committee shall be conducted by secret ballot and the committee shall not be required to divulge how they vote individually to the applicant.

Tenure may be awarded by the Board on the recommendation of the College President.

An individual who is not recommended for award of tenure by the tenure committee shall be so notified in writing.

The Board may at its discretion review the decisions of the tenure committee and take such action as it deems appropriate.