

# Policy

Policy # 3.02.09  
 Effective Date: 6/26/02

<p><i>(Impact Area - Dept Name)</i></p> <p>Employees</p>	<p><i>(General Subject Area)</i></p> <p>Conditions of Employment</p>	<p><i>(Specific Subject Area)</i></p> <p>Faculty Tenure</p>
<p><b>Relates to Procedure #</b> 3.02.9</p>	<p><b>Author:</b> AC/Tenure Committee</p> <p><b>Supersedes Policy #</b> 3.02.9 Dated 12/16/98</p>	
<p><b>Legal Citation (if any):</b></p>		
<p><i>North Idaho College</i></p>		

Policy Narrative

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Tenure at North Idaho College is continuous from the date of conferral until termination of full-time employment as a member of the faculty. The counselor who has been granted tenure under the previous tenure policies will continue to have tenure until termination of full-time employment as a counselor. Therefore, the term's "teacher", "instructor", or "faculty member" in this policy will be understood to include this counselor. The tenure policy and procedures are presumed to encompass rights and responsibilities, which are based on the principles of fairness and the provisions of due process.

## I. PURPOSE

- A. To recognize:
  1. Effective teaching
  2. Adequate academic preparation
  3. Dependability in meeting contractual responsibilities
  4. Continuing professional growth
  5. Adherence to a professional code of conduct
- B. To ensure and protect academic freedom as defined in the Academic Freedom Policy #3.05.

- C. To ensure a reasonable right to continued employment in the absence of good reason to the contrary (for cause or reduction in force)

## **II. Tenure Committee**

Members and alternates of the tenure committee shall be elected by the Executive Committee of the Faculty Assembly from among the tenured members of the faculty. The committee shall consist of five members and three alternates, designated in order. At least three members must be retained from the previous year. It is recommended that voting members be selected from the previous year's alternates.

## **III. Eligibility**

Full-time faculty members who fulfill the education qualifications specified in policy 3.02.8 are eligible to be offered a probationary tenure-track contract. Only the Vice President for Instruction may designate a faculty position as probationary tenure-track. Such a position will be full time, comprise 30 credit hours of teaching per year, and include student advising, college committee activities, professional development, and other assigned duties. The Vice President for Instruction may, in consultation with the appropriate Division Chair, approve the substitution of other assigned duties for up to 3 credit hours per semester of the teaching requirement. Such duties may include, but are not limited to, increased student advising, student teaching outside of the classroom, professional development, or assistance to division chairs.

If during the probationary process the faculty member does not continue to satisfy the requirements listed in policy 3.02.8 for continuation as a probationary faculty member, then that faculty member with his/her division chair, the Vice President for Instruction, and the Tenure Committee must mutually agree upon continuance of tenure-track status.

Full-time faculty members who have completed a minimum of three but not more than five continuous academic years of service in probationary tenure-track status at NIC are eligible for tenure conferral. An exception to continuous years of service may be allowed with approval from the Tenure Committee and the Vice President for Instruction. Faculty members whose contracts begin at a time other than fall semester will begin accumulating time toward tenure eligibility at the start of the next regular academic year.

## **IV. CRITERIA FOR CONFERRAL**

- A. Possess an appropriate degree or certificate as determined by Board policy

#3.02.8. (Faculty Employment)

- B. Demonstrate teaching effectiveness as determined through the faculty evaluation process outlined in Board policy #3.02.21 (Faculty Evaluation) and the Tenure Procedure #3.02.9.

- C. Continue professional growth activities as determined and agreed upon between the faculty member and the division chair and the Vice President for Instruction outlined in policy #3.02.20 (Instructional Professional Improvement).
- D. Perform duties and responsibilities as outlined in the faculty job description included in the Board Policy manual appendix under "Duties and Responsibilities of NIC Faculty".
- E. Maintain a standard of conduct that demonstrates respect for and cooperation with students and colleagues as outlined in Board policy #3.05.01 (Professional Ethics).

## V. RETENTION OF TENURE

### A. Leaves:

1. Tenured faculty members on approved one-year external leaves such as sabbaticals or leaves without pay will retain their tenured status.
2. Tenured faculty members on approved one-year internal leaves such as reassignment to partial or full non-teaching assignments will retain their tenured status.
3. Tenured faculty members on leave for more than one year must obtain approval from the Vice President for Instruction and the Tenure Committee to ensure tenure status.

### B. Temporary Part-time Status:

Tenured faculty members who request part-time status may retain tenure status for a maximum of two years if approved by the division chair, Vice President for Instruction, and the Tenure Committee.