

EXECUTIVE COMMITTEE CHARGES FOR 2023-2024

**APPOINTMENT, PROMOTION, ACADEMIC FREEDOM,  
AND TENURE COMMITTEE (APAFT)**

Jaylynn Gold, Chair  
Marjukka Ollilainen, Liaison

***PPM 1-13, Article 5, Section 4.3: The Committee on Appointment, Promotion, Academic Freedom, and Tenure shall formulate policies and operational procedures on these matters and due process and merit.***

1. Ensure that the language of new or updated documents are inclusive. As issues are identified, consult with EDI committee for guidance. **(Ongoing)**
  
2. In coordination with University Legal Counsel, finalize recommendations regarding PPM 9, including 9-9, 9-11, 9-14, and 9-15 for accuracy, clarity, and consistency. Add approved revisions to 1-13, 9-10, and 9-15 to these policies.
  - [PPM 9](#) (Academic Freedom)
  - 9-9 Due process/General statement
  - 9-11 Informal Procedures and Conciliatory Meeting
  - 9-14 Disciplinary Actions
  - 9-15 Reports and Records

(9-7 and 9-8 were approved sp 23)
  
3. Continue to review college-specific requirements in PPM 8-11 to assure names and requirements are current and consistent with college tenure and promotion documents.
  
4. APAFT wanted to mention there was another policy revision that addresses the role of Senior Instructor. This policy 8-7 was returned from stakeholders with comments that need to be addressed next year.
  
5. Add lines in for service to clarify the way prior service (other institutions) will apply to tenure University wide.
  
6. Review PPM 8 - 11 for possible inconsistencies with PPM 6 - 22 (Student Code of Conduct). Specifically, clarify that candidates undergoing review for Full Professor may not select 2 classes for evaluation, as all classes are already undergoing evaluation through the new system.

7. Review PPM 8 - 11 in regards to promotion to Full Professor. Recommended change is to make the process similar to tenure in that colleges develop separate guidelines that address the specific criteria of Teaching, Scholarship, Service (and Ethics) for promotion to full professor as there appears to be a gap with Ethics. Also review the current pathways for promotion to full professor. The recommendation is that a higher bar is needed. For example, a requirement of Excellent in at least one category and some form of an external review.
8. In consultation with WSU Online, benchmark how USHE schools are handling digital tenure files.
9. Based on WSU Online addressing the question of if there are issues with Rank and Tenure Files in Canvas, a survey of Faculty and Associated Administrative staff and/or Associate Deans will be administered to determine overall satisfaction with the current system of administering Digital Rank and Tenure Files.
10. Review PPM 8 - 13 for possible inconsistencies associated with PPM 8 -12 and the possibility of candidates utilizing a print Rank and Tenure file. Review language in 8-13 for other possible inconsistencies based on the possibility of digital and print Rank and Tenure files.