

H. University Deliberations

H1. What is FACTA?

The [Faculty Advisory Committee on Tenure Appointments](#) (FACTA) advises the Provost on all proposed promotions to and appointments with tenure as well as proposed denials of tenure by a dean after a positive recommendation from the department.

H2. How does FACTA work when the Dean's recommendation is positive?

If the Dean's recommendation is positive, it is reviewed by FACTA. Four members of the committee are chosen at random to read each file. If all four members are positive with no concerns or reservations, a positive recommendation is forwarded to the provost.

If any one of the four has reservations, each member of the full committee reviews the file. The committee's decision is sent to the Provost within four to six weeks of receiving the file.

H3. What happens if the Dean's provisional decision is negative?

If the Provost does not have any concern or reservation about the Dean's proposed decision, she or he informs the Dean, and the decision becomes final and subject to appeal.

If the Provost does have a concern or reservation, she or he forwards the file to FACTA, for consideration at a meeting of the full committee, following the procedures used by the committee in cases following positive recommendations by the Dean. After receiving FACTA's recommendation, the Provost consults with the Dean. Until the Dean has received a response from the Provost, the Dean's decision remains provisional.

H4. How does the case get to the Trustees?

A negative decision by the Provost is final and not subject to any further appeal process within the university. If the Provost's recommendation is positive, the Provost sends the recommendation to the [Board of Trustees](#) for final action several weeks prior to one of the Board's regular meetings. Tenure actions are considered at the October, January, March, and May meetings.

Following the meeting, confirmation of the tenure decision is communicated to the candidate as quickly as possible, typically via the following chain:

Trustees → provost → dean → chair → candidate

If the Trustee action is positive, then it is appropriate for the dean and/or chair to share the good news with the faculty. The President also sends a congratulatory letter to the newly tenured faculty member.

Tenure-related issues are covered in [Article XVII,2\(a\)-\(c\)](#) of the University Bylaws.