

# MEMORANDUM

From: Computer Science Department  
To: File  
Date: 16 March 2011

Re: Early Promotion and Tenure Policy – Approved at the Faculty Meeting of 16 March 2011

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## Definitions

Early tenure refers to a tenure application/decision that is made prior to the penultimate year of the probationary period.

Early promotion refers to a promotion application/decision that is made before completing five years in academic rank.

## Background

As per the Faculty Handbook, early promotion will only be awarded if the candidate presents a “compelling case” and early tenure applications will only receive favorable review if “compelling evidence of accomplishment” has been presented.

## Criteria

Case materials that would lead to promotion/tenure on a normal schedule are not sufficient for early promotion/tenure. Instead, early promotion and/or tenure will only be awarded to applicants who have met the tenure/promotion criteria in teaching, scholarship, and service and exceeded the tenure/promotion criteria in at least two of teaching, scholarship or service. In addition, early promotion and tenure will only be awarded if there is strong evidence that the high level of achievement in scholarship, teaching and service will continue.

## Rationale for the Criteria

Under ordinary circumstances, early promotion and tenure are not in the best interest of a candidate or of the institution. Hence, the Department of Computer Science believes that early promotion and tenure applications should only be made in extraordinary cases.