

8.03 If the performance of the faculty member is judged to be satisfactory to continue in probationary status, the department chair will discuss the results of the review with the faculty member (with a view toward improving performance) and provide her/him with a copy of the written report.

8.04 At Sam Houston State University, the title of instructor denotes a tenure-track probationary appointment and is used to appoint a faculty member who is near completion but does not have the terminal degree in his/her area. The maximum period that may be served in the rank of instructor is two years. In unusual circumstances, a petition for a one-year extension may be made by the probationary faculty member to the Provost and Vice President for Academic Affairs. This three-year limit does not apply to existing tenured instructors at the time of the policy's approval. Recommendations for promotion to assistant professor will be made at the earliest opportunity for consideration by the Board of Regents, The Texas State University System, when a faculty member serving in an instructor position has completed all requirements for the terminal degree. Otherwise, during an instructor's second year of service, the department/school chair shall notify the instructor in writing not later than thirty days prior to the end of the current academic year that the subsequent year will be the terminal academic year of appointment. Notice is not required where termination of employment is for good cause or program reduction or abandonment.

9. ELIGIBILITY FOR COMMITTEE SERVICE

Department/school chairs, deans, and vice presidents are not eligible to serve on the DPTAC.

10. APPOINTMENTS OF PROFESSORS

Special appointments to the rank of professor may be with tenure except when the appointment is that of visiting professor, which is a nontenure-track rank.

11. REVIEW TIMETABLE AND PROCEDURES

The individual faculty member is responsible for preparing and submitting all materials to be considered for promotion and tenure. The Standing Faculty Tenure Committee will post a specific calendar at the start of each academic year. However, the review process and the approximate annual timetable for the review procedure are as follows: