

SWC History of Tenure Review

The Tenure Review Process as we know it today at SWC hasn't always existed. Tenure Review actually came into being when the California Education Code adopted §87608-§87611 in 1988. Southwestern College was much smaller at that time than it is today. When the tenure review process was initiated, it was a four-consecutive-semester evaluation process, rather than today's four year process. The College offered a Tenure Review Coordinator (TRC) position the first year, which was granted to Delores Christiansen, Professor of Mathematics. When asked about the position she held, Delores explained that her role was more of an ombudsman for new faculty members than a coordinator since Human Resources actually handled the committee assignments and paperwork. This original TRC position, which only offered a small stipend and no release time, lasted only a year and oversaw about 10 tenure review committees. After that initial year, SWC continued with the Tenure Review Process but without the TRC position in place.

After 16 years without a Tenure Review Coordinator, SWC had grown significantly and was in need of someone to coordinate the process. The District and the S.C.E.A reached agreement in Spring of 2004 on a TRC position, which would offer both 40% release time per semester as well as a summer stipend for a three year term. In addition, the District agreed to establish an official Tenure Review Office and hire secretarial support. In May of 2004, the hiring committee for the position selected Angelina E. Stuart, Professor of Spanish & ESL, as the new Tenure Review Coordinator.

Duties for this newly designed TRC position included the following:

- Interview, hire, orient and train the new Clerk II for the TR Office
- Set up the office and office files
- Annually coordinate with HR to provide a tenure review timeline
- Be responsible for familiarization with California Ed Code & SWC policies & procedures governing the tenure review process
- Provides in-service training all faculty, administrators & staff dealing with Tenure Review
- Acts as a fair and impartial monitor of the process in all Schools & Departments to ensure compliance with Ed Code and Title 5 provisions.
- Keep records of trainings & meetings
- Maintain budget records & invoice records
- Serve as a resource for new faculty members as well as for committee members and staff.

- Recommends modifications on tenure review forms and/or procedures as needed.
- Chair the Tenure Review Review Committee, whose charge was to revise and update the *Instructional & Non-Instructional Faculty Evaluation and Tenure Review Policy & Procedures* document.
- Create new forms necessary for tenure review as needed
- Mediate any problems that arise in the process
- Meet with Vice Presidents, S.C.E.A. and Academic Senate when needed

Because of the increased workload regarding Tenure Review each Fall, the current TRC opted to redistribute the majority of the release time to Fall during the first year. However, even with 60% of release time in Fall and 20% in Spring, the tenure review undertaking was so large that it was graciously granted 60% release time for the remainder of the term, which when allocated as was done this year, 90% in Fall and 30% in Spring, is more workable. Most recently, in Spring of 2005, the old policies & procedures document, now titled the *Tenure Review & Faculty Evaluation Manual*, was finally revised and adopted by the District and the S.C.E.A.. In addition, this website for the Tenure Review office was created for the Tenure Review Office by the SWC Web Team, on which we have the current document in either section or complete form. The TRC will update the information on this site as needed.

Tenure Review Committee data beginning from Fall of 2004:

Acad. Year:	Tenure Track Fac.:	Non-Tenure Track Fac:	<u>Total</u> <u>Committees</u> :
2004-2005	54	5	59
2005-2006	55	9	64
2006-2007	50	8	58

<u>Tidbits of Wisdom for New Faculty Members</u>:

Delores Christiansen:

"Focus on teaching and become comfortable with your subject matter first before venturing out of your department. Put high priority on discipline committees before School or College-wide committee work because it's more beneficial to your School."

Angelina Stuart:

"Be yourself; remember that you were selected because you were the cream of the crop when you interviewed. Try not to bite off more than you can chew and remember that building relationships is as important as building syllabi."