

# TENURE REVIEW COMMITTEE PROPOSAL FORM

Please complete the following form with all necessary information.

The Tenure Review Committee for Phase I is composed of five members: the Core Committee (consisting of three members - the Division Dean or appropriate administrator and two tenured faculty members from the department whenever possible, or from the division if not) plus the Vice President, or Associate Vice President designated by the Vice President, and a third tenured faculty member appointed by the Academic Senate from the faculty at-large, from outside the division.

The core faculty members are nominated by the department/division faculty while the Academic Senate assigns at-large members. All faculty members are confirmed by the Academic Senate.

**Position Title:**

**Date position was filled:**

	Division & Department	Extension	E-mail
<b>Name of Tenure Candidate</b>			
<b>Name of Dean</b>			
<b>Name of Department/Division Rep*</b>			
<b>Name of Department/Division Rep*</b>			
<b>Name of At-large Faculty</b>			

*\*Per Counselor MOU, two tenured counseling faculty members are required which can be from other divisions.*

Please send the completed form to Tenure Review Coordinator [Shagun Kaur](#) and [Academic Senate Officers](#). The TRC will work with the Academic Senate Vice President to add the at-large faculty committee member to your committee from outside your division. During the approval process, the Senate may consider the overall diversity of the committee and refer questions or suggestions back to the department.

Upon approval by the Academic Senate, you and the committee members will be notified of their confirmation by the Vice President of the Academic Senate.

*The approval by the Academic Senate should take place no later than 10 business days from submission (barring holidays). Please take this timeline into consideration.*