

Policy Council Agenda Committee: IUPUI School of Education**Primary Committee Membership*
February 7, 2014**

For decisions regarding promotion and long-term contract or promotion and/or tenure, all eligible faculty members from the IUPUI School of Education may serve on the primary committee for the IUPUI School of Education candidates. This practice contrasts with the School of Education in Bloomington, where primary committee membership is determined by departmental membership of eligible faculty. To provide greater clarity in primary committee membership at IUPUI, the following procedures apply:

1. Identifying Program Area(s) for IUPUI faculty:
 - a. A candidate from IUPUI in consultation with the Executive Associate Dean in Indianapolis shall identify a program area at the time the candidate is hired.
 - b. In instances in which a candidate's program area operates on both campuses, the EAD shall communicate with the relevant Department chair regarding the assignment.
 - c. In instances in which a candidate serves in more than one program area:
 - i. One program area shall be designated as the primary program area; and
 - ii. A letter shall be solicited from the second department chair to provide evidence of teaching and/or service activities to ensure that the second program has input into the Promotion and Long-term Contract or Promotion and/or Tenure decisions.
2. Forming the Primary Committee for decisions regarding promotion and long-term contract or promotion and/or tenure for IUPUI School of Education faculty members:
 - a. The primary committee shall consist of a minimum of five faculty members.
 - b. Faculty from the IUPUI School of Education shall constitute a majority of primary committee members.
 - c. When a candidate's program operates only at IUPUI, the primary committee shall include all eligible faculty members from the IUPUI School of Education according to Promotion and Tenure Criteria for the School of Education.
 - d. When a candidate's program operates on both campuses, the primary committee shall include all eligible faculty members from the IUPUI School of Education plus all eligible faculty members in the candidate's program area at the other campus.
 - e. When the guidelines for primary committee membership result in fewer than five primary committee members or when the IUPUI School of Education faculty do not constitute a majority of primary committee members, the Executive Associate Dean in consultation with the School of Education Dean shall appoint an appropriate number of qualified faculty members.

*Approved by electronic voting of IUPUI School of Education faculty on March 2, 2014.