

October 10, 2017

To: Jill Purdy, Interim EVCAA & Ali Modarres, Chair, Dean's Council

Cc: Alison Hendricks, Lauren Montgomery

From: APT Committee (Sivadas, Gawel, Stevens, Rios, Dierwechter, Furman, Nascimento)

Re: Review of Select New Appointments

The Appointment, Promotions, and Tenure committee met and pursuant to its charge and in keeping with the practices of other units in the UW has decided it shall review and make an advisory recommendation to the EVCAA and Chancellor on certain new faculty appointments.

The APT committee shall review cases when an appointment offer is made to a faculty member at a higher rank than the rank they are holding at another institution.

1. For tenured ranks, the APT committee shall review cases and give recommendations where a faculty member who holds the rank of an Associate Professor rank at another institution is appointed as a Full Professor at any unit within UW Tacoma. And likewise the APT committee shall review cases if an Assistant Professor at another institution is appointed as a tenured Associate Professor at UW Tacoma.
2. For lecturer ranks, the APT committee shall review new appointments of senior lecturers who currently hold the rank of lecturer at this or another institution.
3. At this point, we do not seek to review any new appointments of faculty who are brought in at the same rank as what they were holding at another institution and nor shall we seek to review appointments at the "first rung" of the ladder (such as Assistant Professor or Lecturer).

We promise a timely and quick review of such cases. Keeping with the practices of other units in UW, we request the following documentation to be provided to us in these cases:

- a. The Dean/Director's memo requesting appointment and justification for the hire and which includes unit faculty (and in the case of tenured appointments senior faculty) vote results, CV, application materials, and letters of recommendation.
- b. Offer letter (without any salary information).

Thank You.

Sincerely,



Eugene Sivadas

Chair, APT Committee

On Behalf of the APT Committee