



Department of Art & Art History

COLLEGE OF FINE ARTS | THE UNIVERSITY OF UTAH

Memorandum

To: Senate Faculty Review Standards Committee (SFRSC)
Sarah Projansky, Associate Vice President for Faculty and Senior Vice President
Designee
C/O: Trina Rich, SFRSC Secretary

From: Professor V. Kim Martinez, Chair, Department of Art & Art History

Date: January 29, 2024

Re: Update of External Letter Requirement in Department of Art & Art History guidelines

The Department of Art & Art History is requesting to update the number of external evaluations required for formal reviews, including [retention, promotion, and/or tenure reviews]. The following language will supersede the current guideline language.

The University requires a minimum of 3 external evaluations for a formal tenure and/or promotion file to be complete.

The candidate must provide a list of 5 or more potential external evaluators and provide any information about potential conflicts by April 01. The RPT Advisory Committee Chair, after consulting with the Department Chair and considering the list of potential evaluators submitted by the candidate as well as any information about any conflicts, will endeavor to obtain the department required 3 or more external evaluations, and will obtain no fewer than the University minimum of 3 for each formal tenure review and each formal promotion (either to Associate Professor or to Professor) review.

External evaluators are not required for a mid-probationary formal retention review or a triggered formal retention review; however, 2 external evaluators are required for a triggered formal retention review in which the candidate requests them or a majority of the DAC votes that the candidate's research/creative activity is at issue. In these cases, the University considers the file complete with a minimum of 2 external evaluations.

Approval Vote: The Department faculty voted on January 29, 2024 to approve the proposed amendment.

Yes: 13 No: 1 Abstain: 0

14 out of 16 eligible tenure voters

(21 total)

3 sabbatical/leave

2 excused

Approvals:

Department Chair Approval (if Department level document):

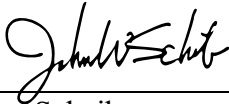


V. Kim Martinez
Department Chair

January 29, 2024

Date

Dean Approval:



John Scheib
Dean, College of [College]

January 30, 2024

Date

SFRSC Review Committee Approval:

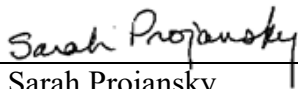


Trina Rich
SFRSC Committee Secretary

March 1, 2024

Date

Senior Vice President Approval:



Sarah Projansky
Senior Vice President Designee

March 28, 2024

Date