

BYLAWS OF THE DEPARTMENT OF POLITICAL SCIENCE UNIVERSITY OF TENNESSEE

Approved May 10, 1990
(Revised April 19, 2008)

By the adoption and periodic review of these by-laws, the Faculty reaffirms its commitment to full participation in the governance of the Department of Political Science. Through exercise of the decision-making responsibilities set forth below, the Faculty seeks to organize its resources as a community of scholars to facilitate the operation of the Department. These by-laws seek to implement the spirit of cooperative departmental decision-making endorsed by the Faculty Handbook.

I. Meetings of the Political Science Faculty

- A. The voting Faculty of the Department shall consist of all tenured and tenure-track faculty. Proxy votes are not permitted in faculty or committee meetings.
- B. At least 2 faculty meetings shall be scheduled during each semester of the academic year. Additional meetings may be called by the Department Head or by petition of 25 percent of the Faculty. Petitions shall be presented to the head and distributed to the Faculty at least four working days prior to the proposed meetings.
- C. Unless otherwise indicated in these by-laws, all business transacted at Faculty meetings shall be conducted in accordance with the most recent edition of Robert's Rules of Order.
- D. The Department Head shall distribute to the Faculty written notification of and a proposed agenda for each Faculty meetings at least four working days prior to such meetings. Additional items may be placed on the agenda by any Faculty member. These items shall be distributed to the faculty at least three working days prior to such meetings.
- E. A quorum for Faculty meetings shall consist of a majority of voting faculty.
- F. Minutes shall be taken at each Faculty meeting and distributed to each member of the faculty.
- G. Through Faculty meetings the Faculty shall participate in the following:
 - (1) decisions pertaining to the hiring of new Faculty, including the choice of Department Head;
 - (2) decisions on political science curricula and degree programs and requirements; and
 - (3) other matters of academic and personnel policy.

II. Responsibilities of the Department Head

The Department Head is a member of the Faculty who has been given certain administrative responsibilities and the authority to carry them out in consultation with the Faculty. The Head serves as an ex officio member of all departmental committees. The Head is responsible for:

A. Care of the academic program through

- (1) Recruitment and development of the Faculty, including recommendations for hiring, tenure, promotion and salary increments, assignments of courses, and allocation of office space.
- (2) Development and review of the curriculum;
- (3) Encouragement and support of research and teaching by the Faculty;
- (4) Encouragement and support of Faculty participation in departmental and university service;
- (5) Representation of the Department in the College of Arts and Science, and at Campus and University levels.

B. Advancement of the academic program through

- (1) Employment and supervision of clerical and supporting personnel
- (2) Management of departmental physical facilities and equipment;
- (3) Preparation and defense of the departmental budget
- (4) Authorization of expenditures from the departmental budget.

C. Appointment of Faculty members to perform additional administrative responsibilities.

- (1) Associate Head: responsible for acting in the Department Head's stead in the absence of the Head, representing the Department externally, advising the Head, and performing administrative duties delegated by the Head. The Associate Head shall also serve as the Department's compliance officer with respect to research that impacts human subjects. The Associate Head may designate another faculty member to serve in this capacity in the Associate Head's absence or recusal;
- (2) Director of Graduate Studies: responsible for chairing the Graduate Studies Committee, proposing and implementing policies and programs in accordance with the Graduate Handbook, supervising the review and revision of the graduate curriculum, recruiting and coordinating the admission of graduate students, and dealing with other matters pertaining to the graduate program;
- (3) Coordinator of the Master of Public Administration Program: responsible for supervision and periodic revision of professional curricula and related requirements of the master of Public Administration Program, participating in coordinating joint degree programs, assisting in the placement of M.P.A. graduates, and dealing with other matters pertaining to the M.P.A. program;
- (4) Director of Undergraduate Studies: responsible for chairing the Undergraduate Studies Committee, proposing and implementing policies pertaining to undergraduate programs, supervising the review and revision of the undergraduate curriculum, overseeing admission to the major, serving as undergraduate advising coordinator, directing the Honors Program, and dealing with other matters pertaining to undergraduate programs.

Those serving in these positions will typically be compensated through a minimum of one course release per academic year.

III. Standing Committees

Unless otherwise specified, all standing committees are responsible to and report to the Department.

A. Committee on Tenure and Promotion

Annually, at its last regularly scheduled meeting of the Spring semester, the faculty shall elect a five-member Tenure and Promotions Committee. This committee shall consist of three tenured professors and two tenured associate professors. The Tenure and Promotions Committee shall provide to the Department Head and Faculty a written report based on its evaluation of the performance of each probationary faculty member in the areas of research, teaching and public service. Participation in each promotion evaluation shall be limited to committee members, at or above the rank for which the candidate is being considered.

B. Executive Advisory Committee

The Executive Advisory Committee is the chief advisory committee to the Department Head. Members shall serve for terms of one year and shall be eligible for reelection. This committee shall consist of five faculty members elected annually by secret ballot at the last regularly scheduled faculty meeting of the spring semester. The Department Head shall chair this committee. At the discretion of the Head, members of this committee may have access to the budget and other departmental information. The Executive Advisory Committee helps formulate departmental policy on academic and personnel matters not delegated specifically to other committees or to the Faculty at large.

C. Graduate Studies Committee

This committee shall consist of not less than five Faculty members, elected by the Faculty at its last regularly scheduled meeting of Spring Semester. Members shall serve two-year terms and shall be eligible for reelection. In addition, the Director of Graduate Studies shall serve as an ex officio member and shall chair this committee. The Graduate Studies Committee shall make recommendations to the Faculty regarding curriculum and program requirements and other matters related to the graduate program, and on the admission of graduate students and the awarding of assistantships. The Graduate Studies Committee shall distribute minutes of its meetings to the Faculty.

D. Undergraduate Studies Committee

This committee shall consist of not less than five Faculty members elected by the Faculty at its last regularly scheduled meeting of the Spring Semester. Members shall serve two-year terms and shall be eligible for reelection. The Undergraduate Studies Committee shall make recommendations to the Faculty regarding curriculum and program

requirements and other matters related to the undergraduate program. Decisions on undergraduate awards and student applications for independent study, off-campus study, or internship credit shall be made by the Department Head, or by an individual designated by the Head. The latter shall assist in the making of decisions regarding these awards and applications as the former deems necessary and appropriate. The chair, in consultation with the Department Head, shall appoint a three-member subcommittee responsible for admitting students to the Honors Program. The Undergraduate Studies Committee shall distribute minutes of its meetings to the faculty.

IV. Nominating Committee

The Nominating Committee shall consist of five members, two appointed by the Department Head and three elected by the Faculty at the first regularly scheduled Faculty meeting of the Spring Semester. Members shall serve two-year terms and shall be eligible for reappointment or reelection. This committee shall recommend to the Faculty at the final Faculty meeting of the Spring Semester a full list of nominees for the Graduate Studies and Undergraduate Studies Committees. Additional nominations may be made from the floor by any Faculty member during the meeting at which elections are conducted.

V. Ad Hoc Committees

A. Recruitment Committees

The Department Head, in consultation with the Executive Advisory Committee, shall appoint a separate ad hoc committee of at least three Faculty members to participate in the recruitment of candidates to fill each newly authorized or vacant Faculty position in the Department. The composition of each recruitment committee shall include substantial representation from the academic field or fields for which the prospective Faculty member will be responsible.

B. Other Ad Hoc Committees

Other ad hoc committees may be appointed by the Department Head to assist in the completion of specific tasks. Unless otherwise indicated, the term of each such committee will end with completion of the assigned task.

VI. Appointment, Tenure and Promotion

In accordance with procedures described in Chapter III of the Faculty Handbook, the Department Head, after full consultation with the Faculty, has final responsibility for departmental recommendations regarding Faculty appointments as well as the granting of tenure and promotion.

A. Faculty Appointments *(Revised May, 2004)*

Prior to requests for approval by the Dean of the College of Arts and Sciences and the Vice Chancellor for Academic Affairs, the Departmental Faculty shall decide by majority vote on the creation of tenure-track and other full-time faculty positions that continue beyond one year. Recommendations of candidates to fill all Faculty appointments in the Department shall be made by majority vote of the Faculty.

Faculty members in attendance at a meeting to recommend a candidate to fill a Faculty appointment shall cast a ballot for the preferred candidate from among those who were interviewed. The candidate that receives a majority of votes (50% plus one) will be ranked first (i.e., the most preferred candidate). If no candidate receives a majority of votes, a second ballot will be taken after eliminating from consideration for the first ranked position the candidate that received the fewest votes on the first ballot. On this second ballot voting faculty members will again identify the preferred candidate among those still eligible for consideration. This process will be repeated until one candidate emerges with a majority vote. After the first ranked candidate is determined, the second-most preferred candidate will be determined from among the unranked candidates using a process similar to that employed for identifying the first ranked candidate. If applicable, the voting process will be repeated again to identify the third-most preferred candidate, and once more to identify the fourth-most preferred candidate. If at any point a voting Faculty member deems the remaining candidates to be inappropriate for the position, “none” shall be recorded on the ballot. At any stage, ties will be determined by a vote for the preferred candidate among those who tied (if a tie reoccurs the Head shall determine a mechanism for breaking the tie).

If the Department Head’s recommendation differs from that of the Faculty, the Head shall provide to the Faculty a detailed explanation of reasons for diverging from the Faculty recommendation.

B. Tenure

All tenured members of the Department Faculty shall be eligible to vote on tenure decisions. Faculty recommendations for tenure shall be made by majority vote of the Faculty. If the Department Head’s recommendation differs from that of the Faculty, the Head shall provide to the Faculty a detailed explanation of reasons for diverging from the Faculty recommendation. (Criteria and procedures for granting tenure are contained in the Appendix.)

C. Promotion

All tenured members of the Departmental Faculty at or above the rank for which the candidate is being considered shall be eligible to vote on promotion decisions. Faculty recommendations for promotion shall be made by majority vote of eligible Faculty. If the Department Head’s recommendation differs from that of the Faculty, the Head shall provide to the Faculty a detailed explanation of reasons for diverging from the Faculty recommendation. (Criteria and procedures for promotion are contained in the Appendix.)

D. Contingent Faculty *(added April, 2006)*

Contingent faculty are those faculty members who do not hold tenure track appointments. All contingent faculty shall have the title of “Lecturer.” Lecturers shall be hired by the Department Head with the advice of the Executive Advisory Committee or any *ad hoc* committee convened by the Head for this purpose. Lecturers shall not participate in departmental governance but may engage in academic advising, assisting student organizations, and supervising undergraduate research.

The Department may designate certain contingent faculty as “Distinguished Lecturers.” There shall be two categories of Distinguished Lecturer:

1. *As a term appointment for persons who have distinguished themselves in careers in government, politics, law, military service, the not-for-profit sector and other fields related to political science and public administration.* These Distinguished lecturers would offer departmental lecture series or courses during an academic year. These appointments shall be made by the Head upon the advice of the Executive Advisory Committee or any *ad hoc* committee convened by the Head for this purpose.
2. *As a promotion for Lecturers currently serving in the Department.* Promotion from Lecturer to Distinguished lecturer shall be reserved for those lecturers who have distinguished themselves during their tenure at UTK in teaching, research, and public service. To be eligible for promotion to Distinguished Lecturer, a Lecturer must have completed the Ph.D.; have a minimum of three years at the rank of Lecturer in the Department; and have demonstrated excellence in teaching and service, as well as a commitment to scholarship. Annually, the Head shall solicit from full-time, tenure track faculty nominations for promotion to Distinguished Lecturer. The Head shall also notify Lecturers annually that they can apply for promotion to Distinguished Lecturer. Lecturers who wish to be considered must submit a portfolio for departmental review. The Head shall make the promotion to Distinguished Lecturer after review by the Department’s Tenure and Promotion Committee and other faculty advice as the Head deems appropriate.

VII. Faculty Performance Evaluation Criteria

Faculty are rated annually over three criteria: scholarship, teaching, and service. In each area, faculty are rated as exceeding expectations, meeting expectations, needs improvement and unsatisfactory. Faculty are also given an overall rating of exceeds expectations, meets expectations, needs improvement, and unsatisfactory.

In general, to receive a research rating of meeting expectations, faculty are expected to publish, the equivalent of one referred journal article during the performance year. A rating of exceeding expectations shall be considered in cases where faculty publish the equivalent of two or more refereed journal articles during the performance year,. A rating of needs improvement or

unsatisfactory shall be considered in cases where faculty fail to publish the equivalent of one refereed journal article during the performance year and/or there is no or little discernable productive research activity. In determining research accomplishments, allowances should be made for delays in publication beyond the control of faculty and for significant progress on research products, including books. Only research products that have been published, are in press or have been accepted or their equivalent can be used (and used only for one annual review) to support the rating of exceeds expectations. The quality of the publications, as indicated by their place of publication, reviews, and number and nature of citations, as well as to the degree of difficulty of the project undertaken, should also be considered in the evaluation of research accomplishment.

In general, faculty are expected to maintain good teaching records and working relationships with students. Outstanding teaching evaluations, awards for teaching and other types of commendation, leading independent study, directing theses and dissertations, teaching new subjects, and fulfilling department needs are the types of accomplishments that shall provide support for a rating of exceeds expectations. Poor teaching evaluations, lack of progress in improving one's teaching, an excess of student complaints, and a general unwillingness to contribute to the educational mission of the department shall provide support for a rating of needs improvement or unsatisfactory.

In general, faculty are expected to provide service to the department, college, university, profession and community, including the wider world. Outstanding and largely non-remunerated service should support the rating of exceeds expectations. Faculty who have few or no service commitments and actively decline and/or seek to avoid such commitments shall be strongly considered to need improvement or unsatisfactory on this faculty performance criterion.

Many factors enter into the determination of a faculty member's overall performance rating, including mutually agreed upon goals in the three areas of research, teaching and service. In general, faculty should meet expectations in two of three categories to receive a rating of meeting expectations overall. Also, in general, faculty judged to need improvement or are unsatisfactory in two of three categories should receive a rating of needs improvement or unsatisfactory. Lastly, in general, an overall rating of exceeds expectations will only be given if research output over the past year is judged to exceed expectations (and teaching and service at least meet expectations) because scholarship shall be weighted more heavily than teaching and service, with the only exception given in the case where the faculty member was judged to exceed expectations in both teaching and service. These guidelines are designed to apply in most circumstances and to faculty supposed to be actively conducting research. However, overall faculty ratings need to also consider extraordinary circumstances and achievements as well as situations where faculty workloads, in a mutually agreed fashion, exhibit a re-prioritization amongst research, teaching, and service.

VIII. Amendments

These by-laws may be amended by two-thirds vote of the Faculty at any regularly scheduled Faculty meeting, provided that each proposed amendment is communicated in writing to all Faculty members not less than thirty days prior to such meeting.

Appendix:
Criteria and Procedures for Tenure and Promotion
(Revised April, 1999)

There is no way that an academic department more clearly indicates its goals, or sets its professional standards than through its decisions regarding promotion and tenure. Answers to questions such as where we are, where do we want to be (now or five years from now), and which academic values do we prize most are conditioned by what is done in assessing qualifications for promotion and tenure. No one takes these decisions lightly; they involve and often determine the professional careers of our colleagues. At the same time, the effort to achieve tenure and promotion is one of the major determinants of the professional behavior of the individual faculty member. In this respect, the individual has the right to know what the department expects and how these criteria for good performance will be judged.

TENURE

A department recommendation that the University grant tenure to a faculty colleague is a positive assessment of the past and current performance of the individual being considered. It is also a judgment that high quality performance can be expected in the future. A decision to recommend tenure must include both of these assessments.

It is assumed that no person will be offered a regular tenure-track faculty appointment unless there is confidence that tenure can be achieved and promotion to higher rank be attained.

Ordinarily, tenure for an Assistant Professor will be considered in conjunction with a recommendation for promotion to the rank of Associate Professor.

Department decisions on tenure are governed by the standards and the procedures stated in the *Faculty Handbook*. Department decisions to grant or withhold tenure are recommendations that must be reviewed and approved by the appropriate administrative officers of the University of Tennessee.

Department Standards for Tenure

A. Assistant Professors

The following minimum standards should be satisfied in recommending tenure for Assistant Professors.

1. Consideration for tenure will normally not take place before the sixth year of credited service. For faculty with prior full-time teaching service at another university or college, the number of years credited toward tenure at UTK will be specified at the time of hiring. In any case, a minimum of two years of service must be spent at UTK before tenure can be recommended by the department.
2. **Research and Publication.** There must be evidence of scholarly productivity. A candidate for tenure should have published articles of high quality in refereed professional journals or books and there should be other demonstrable evidence that scholarly research activity is continuing.

In assessing the quality and quantity of published works, the department should be guided by the following considerations:

- a) Greatest weight will be given to published high quality work of a scholarly and academic nature, regardless of the source of publication.
 - b) The following list of publications outlets, in order of priority, is provided as a guide to departmental evaluation of publications:
 - i. Books reflecting original scholarship and research;
 - ii. Articles in refereed scholarly and academic journals, and scholarly monographs;
 - iii. Original chapters in scholarly books;
 - iv. Textbooks;
 - v. Journals of opinion (e.g. New Republic; Harpers, National Review, etc.);
 - vi. Edited books of readings;
 - vii. Articles in newspapers and news magazines.
 - c) In evaluating multi-authored publications the tenure/promotions committee should have information as to the extent of participation of the faculty member in research and writing of the publication (e.g. senior authorship? junior authorship?, etc.). Recognizing the complexity of social science research and the prevalence of multi-authored publications, it is presumed that the individual contribution of each author diminishes as the number of authors increases.
 - d) It is recognized that under some circumstances (e.g. the type of publication outlet) greater weight may be given to publications of high quality which are normally given lower priority.
 - e) If a publication is not already in print, and is to be considered relevant to assessing qualifications for tenure, the following guidelines must be met:
 - i. If an article, a copy of the completed manuscript with a letter from the journal editor stating that it will be published without substantial revisions;
 - ii. If a book, or monograph, a copy of the completed manuscript with a letter from the publisher or editor stating that the manuscript will be published without substantial revisions within twelve months from the date of the written statement.
3. Teaching. A solid record of quality teaching must be shown, including the demonstration of personal and intellectual integrity in class materials assigned, classroom presentations, formulation and application of grading standards, and in the integration of new professional literature into courses taught. In addition, the following are relevant.
- a) Positive "feedback" from students and faculty concerning the candidate's ability to intellectually stimulate students.
 - b) Availability to students for academic advising and assistance.

c) Initiating new teaching techniques. Innovation is not synonymous with either quality or progress. However, it can be a positive factor in assessing good teaching.

4. Service. No department or university can properly fulfill its mission and responsibilities unless all faculty are willing to devote time and effort to committee activity, program and coordination tasks, special projects, etc. The privileges associated with faculty membership carry a reciprocal responsibility for periodic service to various departmental, college, university, or external functions. A record of competent performance in department, college, university, professional, and/or community service is requisite to a favorable tenure or promotion decision.

In the case of non-tenured faculty the department recognizes that the expectations associated with research, publication, and teaching reduce the demands that should be made on a non-tenured person. Accordingly, department committee assignments and other service-associated activities must be limited. Equally, a non-tenured colleague should restrict service activity beyond the department to those areas that will not affect performance in meeting the expectations and requirements for research, publication and teaching. Although some record of service is expected of all candidates for tenure or promotion it does not provide sufficient basis for tenure or promotion in the absence of satisfactory performance in teaching and research/publication.

B. Associate Professors and Professors

1. In the case of persons who join the department with the rank of Associate Professor or Professor tenure will normally not be considered before the end of the first year of service.

In the case of either a non-tenured Associate Professor or a non-tenured Professor a total of at least six years of full-time academic service must have been completed before tenure can be recommended. Credit for prior full-time academic service will be specified at the time of hiring.

2. Research and Publication. A strong and continuing record of research and publication following promotion to the rank presently held is expected. Such a record would be indicated by publication of articles in refereed journals or publication of substantial monographs or books by a university or commercial press or international, national, or regional stature.

The guidelines for assessing the quality and quantity of published works, as described earlier, also apply to tenure decisions for Associate Professors and Professors.

3. Teaching. The same criteria in judging good teaching in the case of Assistant Professors should be applied to those holding the rank of Associate Professor or Professor.

4. Service. Generally, the same considerations governing tenure for Assistant Professors should apply to Associate Professors and Professors. However, persons holding these

ranks are more well-established professionals and therefore the department expects greater service activities from them.

C. Evaluation of all three of the above areas is required under existing UTK standards governing promotion and tenure. In assessing the qualifications of a candidate for promotion and/or tenure the following relative weight should be accorded each area. (a) Research/publication will be given priority over teaching; (b) **Teaching effectiveness is a necessity for promotion/and or tenure** but it will not be a sufficient condition by itself. The absence of a strong research/publication record must be considered fatal in evaluation qualifications for tenure or promotion in rank; (c) Contributions to public/university/department service are to be considered as of lesser importance than research/publication and teaching effectiveness.

PROMOTION

A decision to promote should be based on evaluation of the same general criteria as applied to a recommendation of tenure. In addition, the following considerations apply.

1. As previously indicated, promotion to the rank of Associate Professor will normally be considered in conjunction with a recommendation that tenure be granted to persons holding the rank of Assistant Professor.
2. Normally, a minimum of six years in rank as an Assistant Professor and five years in rank as an Associate Professor is required for promotion to the next higher rank.
3. Promotion to upper ranks must be clearly justified within the understanding that quality research, publication and quality teaching are indispensable requirements. The candidate must demonstrate that scholarly research and publication of high quality is continuing and that promise exists for a significant contribution to the development of the department and to the field of political science.
4. In addition to meeting the requirements for promotion or appointment to the rank of Associate Professor, a person under consideration for promotion to the rank of Professor must have demonstrated visible contributions of high quality to the discipline.
5. In the case of promotion to the rank of Professor all books, articles, and other publications must have been published if they are to be counted as relevant to consideration of promotion.
6. The refusal to recommend promotion is an essential prerogative since it is one of the two major means (the other being salary increments) by which the department can insist on high quality performance by tenured faculty. No member of the department may expect to receive a department recommendation for promotion simply through the accumulation of years in rank.

PROCEDURES

The following organization and procedures shall govern Department deliberations regarding both tenure and promotion decisions.

1. Tenure and Promotions Committee. The Tenure and Promotions Committee shall be composed of five persons: three tenured Professors and two tenured Associated Professors, all elected by the faculty of the department. The Department Head shall be a sixth (ex officio) member. Election of the Tenure and Promotions Committee shall take place during the spring semester of each academic year.

All members of the Committee shall take part in the consideration of recommendations for tenure and of recommendations for promotion to the rank of Associate Professor.

Consideration of and recommendation for promotion to the rank of Professor shall be by members of the Committee with the rank of Professor and by the Department Head.

3. Procedures for Review of Persons for Tenure and Promotion.

- a) Early in the fall semester of each academic year members of the Tenure and Promotions Committee, consistent with the provisions of section 2 above, shall review all potentially eligible candidates for promotion and/or tenure.
- b) The Department Head may not indefinitely postpone holding a formal promotion consideration for a faculty member. A person who has been in rank for two years beyond the stipulated years required before promotion to the next rank but has not yet been formally considered for promotion has the right to request and be granted a formal promotion review. If the promotion is not approved, after three years the individual has the right to request and be granted another formal review. Subsequent requests may be made and granted at the same interval.
- c) The faculty member must submit material relevant to consideration for tenure on or before the date specified in the notice from the Academic Affairs Office. Before the tenure review file is presented to the departmental faculty for review, the faculty member must attest in writing that he or she has inspected the file (excluding external reference letters). The candidate is to be informed of any additions made to his/her file after handing it in and be given an opportunity to review and respond to the addition at any stage of the process. The candidate has a right to review his/her file at any stage of the process.
- d) *External references*. After consultation with the faculty member, the Department Head will seek the advice of at least three and preferably four to six persons not on the faculty of the University of Tennessee, Knoxville, whose expertise is close to that of the candidate and who are willing to provide thoughtful evaluation of the candidate's written work or other suitable evidence of scholarly and/or creative research performance. None of these references may be the former thesis advisor, postdoctoral mentor, or a collaborator.
- e) The Tenure and Promotions Committee shall, after full deliberation concerning all candidates nominated through Committee or faculty action, submit its recommendations to all faculty of the department eligible to vote on the candidate's promotion.

f) *Meeting of faculty.* There will be a meeting of the tenured faculty to debate and discuss a tenure candidacy. There will be a meeting of all persons holding the rank of professor to discuss a promotion from Associate Professor to Professor. There will be a written summary of the faculty's deliberation, in addition to a formal record of the vote. Ballots will have space for written comments on strengths and weaknesses along with space for recording the vote.

g) Voting on department recommendations for tenure or promotion shall be governed by procedures covered in section 2 above.

h) A vote on tenure and/a promotion is characterized as positive if a majority of the faculty eligible to vote has voted for the promotion and/or tenure.

i) *Department Head's recommendation.* The vote of the tenured faculty is advisory to the department head. After making an independent judgment on the tenure candidacy, the head shall submit his or her recommendation to the dean with a written summary of his or her judgment. If the head's recommendation differs from the recommendation of the tenured faculty, the summary must explain the reasons for the differing judgment, and the head must provide a copy of the summary to the tenured faculty. Tenured faculty, individually or collectively, may forward a dissenting report to the next level of review.