

SECTION III ACADEMIC ASSESSMENTS FOR RE-APPOINTMENT, TENURE AND PROMOTION

THE NATURE OF AN ACADEMIC ASSESSMENT

Selection of Internal Referees – Articles 15

15. **There may be occasions when, in addition to the references sought from outside the University, others are solicited from scholarly referees within. In such instances, the same procedures for selection as are described in clauses 13 and 14 shall apply to the extent that that is possible. (ie arm's length criteria)**

Articles 13-14 & 16

13. In all cases where it sends forward a recommendation relating to tenure and/or promotion, the Department shall have obtained written judgements on the quality of the candidate's scholarly work from at least three referees outside of the University. Care shall be taken to ensure that the referees are at "arm's length" from the candidate. In addition, when the candidate is being considered for promotion to the rank of Professor, the referees must be scholars with respected national and/or international reputations who can assess whether the candidate is known widely on the basis of scholarship, however that may be defined in the discipline in question. (An exception to this requirement is defined in clause 43(b) below.)
14. A list of at least six possible referees known for their work in the relevant field(s) shall be prepared by the Department Chair in consultation with the Faculty Dean and, in the case of a faculty member who participates in a Program, the Director of the Program. The candidate shall be shown this list and may object, and give reasons for objecting, to any person or persons on it. The candidate shall confirm in writing to the Chair that she or he has seen the list of candidates and has had an opportunity to register any objections. The Departmental Tenure and Promotion Committee shall consider any such objection(s), but shall retain the right to select the referee(s) in question and shall inform the Faculty Tenure and Promotion Committee of the objection(s) and its decision(s) concerning the referee(s) (see also Appendix C, SPS 12 and 13).
16. At least three external letters must be obtained, but all letters received must be made part of the file.