

Dear Chairs,

At the bag lunch on 11/29/18, **Ask the VP: Open Q&A with Phil Kass**, the following scenario was raised by a participant:

An Assistant Professor, Step 4 is eligible for promotion, but does not yet feel ready to promote. Rather than pursue a promotion that they believe will ultimately result in a merit instead (and have to re-solicit the same letters in two years for their next promotion review), the candidate wants to pursue only a merit (1.0, 1.5, or 2.0 steps). They do not want the department to vote on promotion options at all.

QUESTION: Can the candidate make this choice, since one of the guiding principles of Step Plus is that the candidate will be considered for all options, regardless of preference?

Michelle Howard, Academic Personnel and Systems Manager, researched this and found that former VP Mau Stanton clarified this issue as follows:

What options are available to candidates who are within 2 steps of promotion to either the associate or full rank?

All normatively timed\* advancement dossiers should be given full Step Plus consideration for 1.0-, 1.5- and 2.0-step advancement, and this consideration should not be constrained by the candidate's preference (if stated). **However, in lieu of submitting a promotion dossier, it is the candidate's right to submit a dossier for Step Plus merit consideration only.** Many such advancements will be to an overlapping step. A merit-only dossier would be evaluated based on research, teaching and service activities only since the previous merit advancement. In other words, the period of review is since the last positive merit action.

\*Please recall that promotions can be accelerated in time (i.e., requested prior to normative time at the current step), but such requests can be awarded no more than 1.0 step and cannot be considered for within-rank merit advancement.

I hope this clarifies the issue. Thank you to Michelle, and to all of you for an interesting, lively discussion.

Best wishes,

Phil Kass

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