

## Memorandum of Understanding (MOU)

### Applying Prior Years of Experience Toward Promotion

The University Professionals of Illinois (UPI) and Western Illinois University (the administration) agree to the following revisions of Article 20.9.3.e.1:

#### e. Applying Prior Years of Experience Toward Promotion

(1) An employee who has been employed full-time at a regionally accredited baccalaureate degree-granting institution of higher education (or equivalent from an international accrediting body) in a tenured or tenure-track position, or in a non-tenure track position but during which time the employee concurrently engaged in service and scholarship representative of a tenure-track position, may elect to have counted toward promotion to Associate Professor one year or two consecutive years of full-time employment of the employee's choice if the year(s) of previous employment occurred within the five years immediately prior to one's initial appointment to a position at Western Illinois University. Faculty who count previous years of employment toward promotion may have their Scholarly/Professional Activities record during that same one year or two years considered as part of their performance.

(2) Employees should discuss their interest in applying prior years of experience toward promotion with their department chair prior to initiating the application process. Promotion applicants who elect to count previous years of employment toward promotion may do so with the understanding that only the Scholarly/Professional Activities record is entered into the promotion and retention portfolios. The Scholarly/Professional Activities record included in the promotion portfolio will be those activities that occurred during the specified period of time identified in the Academic Vice President's letter approving the faculty member's request to count previous years of employment toward promotion.

(3) An employee applying prior years of experience toward promotion must simultaneously apply those same prior years of experience toward retention and tenure.

(4) An employee who is eligible for applying prior year(s) of employment toward promotion must notify the Academic Vice President in writing by September 1 of the employee's second full year of employment.

(5) An employee who failed to meet obligations to obtain a Unit A appointment at WIU after September 1, 2021 (i.e., failed to complete a terminal degree in the time required in the employee's appointment letter or a C.T. Vivian Scholar) may not apply those year(s) of employment towards promotion and tenure.



for PJM

Patrick McGinty, UPI President



23 Aug 2021

William Clow, Interim Provost