

# General Voting Guidelines for Faculty

This page includes information about the UW's new professorial teaching track and associated ranks, which go into effect Sept 16, 2020. For more details, visit the [OAP blog](#).

## General Eligibility

The University of Washington [Faculty Code](#) defines the voting members of the faculty and states the requirements for an effective vote, which vary as a function of the type of action to be taken. For specific questions regarding faculty voting guidelines, please contact the [UW Faculty Senate](#).

When voting for **promotions and awards of tenure**, please follow the rules outlined in the [Promotion and Tenure Voting Matrix](#) to determine voting eligibility.

Persons holding the following titles are eligible voting members of the faculty:

- Professor
- Teaching Professor\*\*
- Associate Professor
- Associate Teaching Professor\*\*
- Assistant Professor
- Assistant Teaching Professor\*\*
- Senior Artist in Residence, full-time
- Lecturer, full-time
- Artist in Residence, full-time
- Retired Assistant Professor, Research Assistant Professor, Assistant Teaching Professor, Associate Professor, Research Associate Professor, Associate Teaching Professor, Professor, Research Professor, or Teaching Professor, Principal Lecturer, or Senior Lecturer, during the quarter he/she is serving on a part-time basis

\*Research faculty may vote on all personnel matters as described in the Faculty Code except those matters relating to the promotion and/or tenure of faculty to the following ranks:

- Senior Artist in Residence
- Associate Teaching Professor
- Teaching Professor
- Associate Professor
- Professor

\*\* Professorial teaching faculty may vote on all personnel matters as described in the Faculty Code except those matters relating to the promotion to and/or tenure of faculty to the following ranks:

- Associate Professor
- Professor

\*\*\*As outlined in [UW Faculty Code Section 24-53](#), the voting faculty of an academic unit, by majority vote, also may delegate authority to recommend **the renewal** of affiliate and clinical faculty, or annual or quarterly part-time lecturer appointments to an elected committee of its voting faculty instead of being the responsibility of the full voting faculty.

Except for the above noted exceptions, recommendations concerning **reappointments and renewals** are voted on by those who are superior in academic rank or title to the person under consideration, as follows:

- for teaching associates — all voting faculty
- for instructors – all voting faculty
- for lecturers — assistant/associate/full professors (tenure-track/tenured, WOT, research, teaching)
- for artists in residence — senior artists in residence, and assistant/associate/full professors (tenure-track/tenured, WOT, research, teaching)
- for senior artists in residence — assistant/associate/full professors (tenure-track/tenured, WOT, research, teaching)
- for assistant professors — associate/full professors (tenure-track/tenured, WOT, research, teaching)
- for research associate professors and associate teaching professors— professors (tenure-track/tenured, WOT, research, teaching)
- for research professors and teaching professors – professors (tenure-track/tenured, WOT, research, teaching)
- for teaching professors — professors (tenure-track/tenured, WOT, research, teaching)

### **Eligibility While on Leave**

A faculty member on leave\* is not eligible to vote. Faculty on leave are defined as:

- a. Faculty on a [sabbatical leave of absence](#), or
- b. Faculty who are on a [leave of absence without salary](#) of more than 50%.

\*Faculty on intermittent leave \*may\* be eligible to vote on the day the vote takes place, based on their leave arrangement. It is the responsibility of the academic unit to determine voting eligibility for faculty.

### **Voting Majority**

Personnel actions are effective only if passed by a majority vote of all eligible voting members of the unit. A vote of less than or exactly 50% of those eligible to vote does not represent a majority.

### **Voting as a Joint Faculty Member**

A faculty member holding a joint appointment may be awarded voting rights in the secondary unit. When the joint appointment is proposed, voting rights should be determined and documented as part of the appointment process. See the [UW Faculty Code Section 24-34 B.8](#) for more information.

### **Voting on Short Term Appointments**

A faculty vote is required for short term appointments. The unit faculty, by a majority vote, may delegate to the department chair/school director/campus dean the authority to make short term appointments without a full faculty vote. Academic HR should receive a copy of this documentation.

### **Voting on Merit and Merit-Based Salary Increases**

Please refer to the [Merit Voting Matrix](#) and [Merit and Merit-based salary adjustments web page](#).

### **Additional Resources**

- [UW Policy Directory](#)
- [Academic Titles and Ranks](#)
- [Voting Faculty | Faculty Senate & Governance](#)