

renewal request made before three years have elapsed from the rejection date will be submitted for approval by the Senate Preparatory Committee in an expanded composition (Section 34.4.3).

- B. If the nomination is for promotion to Associate Professor, the initiative may be renewed after at least two years from the date of final rejection by the Standing Committee for Appointment and Promotion of Academic Staff, except in the case of an initiative renewal accompanied by a granting of tenure initiative (subject to subsection D below). An initiative renewal request made before two years have elapsed from the rejection date will be submitted for approval by the Senate Preparatory Committee in an expanded composition (Section 34.4.3).
- C. When the nomination is for granting of tenure, the initiative may be renewed after at least one year from the rejection date, provided the academic staff member's appointment is in force on the initiative renewal date.
- D. The initiative renewal in respect of an academic staff member whose employment has been terminated due to non-granting of tenure or non-extension of appointment will take place at least three years after the date of the final decision in his matter by the Standing Committee for Appointment and Promotion of Academic Staff. The new appointment will be approved only with tenure. When dealing with an appointment a second time, a Professional Committee will be appointed and the previous file will be brought before the Senate Preparatory Committee and the Standing Committee.

### **35.7 Routine Review**

The Unit Preparatory Committee will review the suitability of an Associate Professor for promotion once in six years at the latest from the date of the last deliberation on his matter. The Unit Preparatory Committee will review the suitability of a tenured Senior Lecturer for promotion once in three years at the latest from the date of the last deliberation on his matter. The review will be conducted based on the curriculum vitae, list of publications and other material required.

The conclusions of the Unit Preparatory Committee's review will be submitted for approval by the Senate Preparatory Committee, along with all the material that was collected, including the transcript of the unit's deliberations.

## **Article 36 – Appointments and Promotions in Non-Tenure Tracks, Senior Ranks**

### **36.1 Applicability**

Procedures of appointment/renewal of appointment and promotion in the Teaching Fellows track and in the Research Fellows track to the ranks of: Senior Teaching Fellow, Associate Teaching Fellow, Senior Research Fellow and Associate Research Fellow.

### **36.2 Unit Procedures**

- A. With respect to new appointments or promotions, the Head of Unit will assemble preliminary information and consult with unit staff members, but may begin the handling process only after approval by the EVPAA. The Head of Unit will contact referees.
- B. Concurrent with sending out inquiries to referees, the Head of Unit will pass on the referees' particulars to the EVPAA, including of those to whom preliminary contact letters have been sent out.
- C. The Head of Unit will report his decision together with the letters of recommendation and other information gathered to the attention of the Unit Preparatory Committee. Appointments and promotions to the rank of Senior Teaching Fellow and Senior Research Fellow will be discussed

by the Unit Preparatory Committee. For the other ranks, a discussion on the matter will take place only if one of the Committee members so requests.

- D. The Head of Unit will forward to the EVPAA the Unit's recommendation (be it affirmative or negative) and append a detailed transcript of the deliberations at the Preparatory Committee (if such deliberations took place, and after the committee members were allowed to review and comment on it) specifying also the objectors' opinions and arguments, copies of the correspondence with referees, and any other relevant material.
- E. On the renewal of an appointment, the Head of Unit will report to the Unit Preparatory Committee of his decision. The Committee will deliberate the case only if one of its members so requests.
- F. When the Head of Unit is not interested in a reappointment, the Head of Unit (or the person appointed by him for this purpose) will hold a meeting with the staff member, as per the procedure to be laid down by the EVPAA. The Head of Unit will decide and communicate his decision, including a report on the meeting, to the Unit Preparatory Committee. Deliberation will be held only if one of the Committee members so requests. The decision will be sent on, along with the relevant material, including the meeting transcript, to the EVPAA.

### **36.3 EVPAA Handling**

- A. In the case of a new appointment or promotion to the rank of Senior Teaching Fellow and Senior Research Fellow, an affirmative recommendation of the Unit Preparatory Committee will be forwarded to the Senate Preparatory Committee, which will be able to make an affirmative decision or forward the case to the Standing Committee for the Appointment and Promotion of Academic Staff. In the renewal of an appointment, the EVPAA will decide whether to approve an affirmative recommendation or forward it to the Standing Committee for discussion. The recommendation of the Unit not to renew an appointment will be forwarded to the Standing Committee, whose decision will be final.
- B. In the case of a new appointment or a renewal of an appointment or a promotion to the rank of Associate Teaching Fellow and Associate research fellow, an affirmative recommendation of the Unit Preparatory Committee will be forwarded to the EVPAA, which will be able to make an affirmative decision or forward the file to the Senate Preparatory Committee. The recommendation of the Unit not to renew an appointment will be forwarded to the Senate Preparatory Committee. The decision of the Senate Preparatory Committee (whether affirmative or negative) will be final.
- C. In the appointment or the reappointment of a candidate who was or is a member of the Technion faculty or another recognized university, and the proposed rank thereof does not exceed his rank at the Technion or another university, the EVPAA is entitled to waive the need for letters of recommendation from persons outside the Technion and for discussion by the Senate Preparatory Committee.

### **36.4 Committee Handling**

The Senate Preparatory Committee and/or the Standing Committee for the Appointment and Promotion of Academic Staff will evaluate recommendations for appointment, reappointment and promotion submitted to it, and decide on behalf of the Senate. It will review the submitted material and is entitled to gather additional material and turn to additional referees, experts in the candidate's areas of work.

#### **36.4.1 Further Deliberation and Negative Decision**

When it becomes apparent that a majority will not be secured for an affirmative decision on the unit's recommendation, the Chairman will halt the deliberation and the EVPAA will give a reasoned notice thereof to the Head of Unit and ask him to participate in further deliberation on the matter. Prior to further deliberation, the Head of Unit (or the person appointed by him for this purpose) will hold (except in the case of a new appointment) a meeting with the candidate, in accordance with a procedure to be laid down by the EVPAA, and consult with members of the Unit Preparatory Committee. The Head of Unit or his representative will appear at the additional deliberation session, and will be allowed to bring along up to three accompanying Technion staff members. The Committee's decision will be final.

### **36.5 Issuing an Appointment Letter**

Once an appointment is approved, an appointment letter specifying the duration of appointment will be issued, signed by the EVPAA.

### **36.6 Renewal of Initiative**

A repeat nomination for reappointment or promotion after a similar nomination has been rejected may be submitted at least two years. In the renewed process, if the file is forwarded to the Senate Preparatory Committee or to the Standing Committee, then also the candidate's previous file will be brought before the Committee.

### **36.7 Routine Review**

The Head of the Unit will review, in accordance with a procedure and in frequency to be laid down by the EVPAA, the file of a non-tenure track academic staff member who is not at the highest rank in his track.

## **Article 37 – Appointments and Promotions in Non-Tenure Tracks, Junior Ranks**

### **37.1 Applicability**

Procedure for appointment/reappointment and promotion of staff members to the ranks of: Teaching Fellow, Teacher, Research Fellow, Researcher.

### **37.2 Procedures**

#### **37.2.1 Head of Unit**

- A. The Head of Unit will assemble information on the candidate. If his recommendation is affirmative, he will forward it along with the appropriate information to the EVPAA for approval.
- B. Before taking a decision against reappointment, the Head of Unit (or the person appointed by him for this purpose) will notify the staff member regarding his intention. The staff member may request to meet with the Head of Unit before formulation of the decision. The Head of Unit will pass on the reasoned recommendation, including a report on the meeting (if any), to the EVPAA.

### **37.2.2 EVPAA**

- A. After the EVPAA confirms the unit's recommendation (affirmative or negative), he will issue a letter of appointment, signed by him, determining the appointment duration or giving notice of the appointment's termination.
- B. If the EVPAA does not approve a decision in favor of reappointment, he will give a reasoned notice thereof to the Head of Unit. The Head of Unit (or the person appointed by him for this purpose) will hold, except in the case of a new appointment, a meeting with the candidate in accordance with the procedure prescribed by the EVPAA and will report to the EVPAA on the meeting. The EVPAA's decision after receiving the report will be final.

## **Article 38 – Clinical Track Staff**

### **38.1 Applicability**

Procedure for appointment and promotion of staff members of the Faculty of Medicine in the clinical track to the ranks of Clinical Full Professor, Associate Clinical Professor, Clinical Senior Lecturer, Clinical Senior Lecturer-Educator, Clinical Lecturer, Clinical Lecturer-Educator, Clinical Instructor and Resident Instructor, as well as the grant of conditional tenure to the rank of Clinical Full Professor.

### **38.2 Appointment, promotion, appointment extension or grant of conditional tenure in respect of a Clinical Full Professor**

The handling procedure in the Preparatory Committee will be in accordance with the appointments procedure for a Full Professor as set out under Article 35. However, the Head of Unit will consult, prior to the preliminary deliberation, also with the Clinical Full Professors. The proposal to the Professional Committee will include experts in the candidate's field who are employed at hospitals other than the candidate's.

### **38.3 Appointment, promotion and appointment extension in respect of Clinical Associate Professor, Clinical Senior Lecturer, Clinical Senior Lecturer-Educator, Clinical Lecturer or Clinical Lecturer-Educator**

**38.3.1** The head of the Clinical Preparatory Committee will assemble the preliminary information, consult with the unit head and the Clinical Associate Professors closely connected with the candidate's field of work and convene a meeting of the Clinical Preparatory Committee to decide whether to start the handling process, determine what further information is required and draw up a list of referees. After the required information is assembled, the proposal will be returned to the Clinical Preparatory Committee for a recommendation. An affirmative recommendation of the Clinical Preparatory Committee will be adopted by a majority of two thirds of those present at the meeting and will also refer to the term of the appointment or extension.

If the Clinical Preparatory Committee has decided that it is necessary to establish a professional committee according to section 34.3, the Dean will act to establish a professional committee (the members of which will include experts in the candidate's field who are employed in different hospitals from that of the candidate) the composition of which will be approved by the EVPAA; The recommendations of the professional committee will be delivered to the Ministry of Health and presented to the Clinical Preparatory Committee by the Dean.

**38.3.2** An affirmative recommendation from the Clinical Preparatory Committee for the appointment or promotion to the rank of Clinical Associate Professor will be forwarded to the Senate Preparatory

Committee together with the minutes of the discussions in the committee, the summary of the Professional Committee (if one was created), correspondence with endorsing parties and any other relevant material. The Senate Preparatory Committee will be able to make a positive decision or transfer the case to the Standing Committee for Tenure-Tracks which will be entitled to appoint a Professional Committee in a case that was transferred to them without a Professional Committee.

The handling by the Standing Committee will be in accordance with sections 36.4, 36.4.1, 36.5 and 36.6 of the regulations.

As regards extension of the appointment of a Clinical Associate Professor, the Dean will forward the recommendation of the Unit Preparatory Committee to the EVPAA for approval. Any disagreements between the EVPAA and the unit will be brought to the Senate Preparatory Committee for resolution.

**38.3.3** An affirmative recommendation of the Clinical Unit Preparatory Committee for the appointment, extension of appointment or promotion to other ranks will be forwarded to the EVPAA for approval. Any disagreements between the Clinical Preparatory Committee and the EVPAA will be brought before the Senate Preparatory Committee for resolution.

**38.4** The Clinical Preparatory Committee may authorize a sub-committee from among its members, consisting of at least three members, to decide the starting of the handling of the appointment or promotion to the rank of clinical lecturer or clinical lecturer-educator, as well as on the extension of the appointment at all levels.

**38.4 Appointment as Clinical Instructor or Resident Instructor**

The appointment will be handled as per the procedure for junior staff (Article 37).

**38.5 Renewal of Initiative**

When resubmitting a nomination for appointment or promotion to the rank of full clinical professor and the granting of conditional tenure, following the rejection of the previous offer, Article 35.6 (a) shall apply. In all other ranks, Article 36.6 will be applicable.

**38.6 Extension of appointment for a hospital staff member who has reached the hospital's retirement age**

**38.6.1** The appointment may be extended (see Article 32.3.3.4), provided that the staff member's rank is Professor, Clinical Professor, Associate Professor or Clinical Associate Professor with an appointment in force from the Technion, and usually, only if the appointment in the Technion was in force at least 10 years.

**38.6.2** The staff member will forward to the Dean an application containing a plan of activity. The Dean will consult with the Unit Preparatory Committee and pass on his recommendation to the EVPAA who will decide on the matter. Differences between the unit and the EVPAA will be referred to the Standing Committee Appointment and Promotion of Academic Staff for resolution.

**38.6.3** In extending an appointment for a Clinical Full Professor or Clinical Associate Professor, the Dean will consult with the Clinical Preparatory Committee.

**Article 39 – Conferral of the Title of Distinguished Professor and Professor Emeritus**

**39.1 Conferral of the Title of Distinguished Professor**

**39.1.1 Definitions**