

TO
Afdelingshoofden, HR

FROM
Faculteitsbestuur

CC
Afdelingsmanagers

SUBJECT
Overgangsregeling van Tenure Track naar Career
Track

DATE
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REFERENCE

TELEPHONE

EMAIL
onderzoek.beta@vu.nl

Geachte afdelingshoofden,

In 2018, the Faculty Board (FB) adopted the [faculty Tenure Track \(TT\) policy](#), which is based on the [VU TT policy](#). Part of this TT policy is an evaluation after three years. Because of Covid and Mars, this evaluation has been postponed for one year.

The evaluation included the insights from [Recognition and Reward](#), the changes in the [collective labour agreement](#) and, explicitly, the experiences of the current TT staff. The TT staff of the faculty have been partners in this evaluation through a survey and interviews and representation in the working group.

The Faculty Board decides to adopt the recommendations from the advisory report. This memo focuses on the first recommendation and the transitional arrangement that follows from it. The first recommendation reads:

Replace the current TT policy with a career track (CT) policy that assumes a permanent contract after a period of 18 months, and in anticipation of this, convert the current TT contracts into a permanent contract with CT preferably before 15 July 2022, but no later than 1 September 2022, if there is sufficient suitability. In case of doubt about suitability, the current temporary contract will remain in force.

For reasons of practicability, the transitional arrangement deviates from the advised timeline. The general intention of the transitional arrangement is that the current TT'ers should not be disadvantaged. This means that if necessary, tailor-made solutions are offered, so that the transition is fair for everyone. Recent years have shown that almost all TT graduates have obtained a permanent position after the end of the tenure track. The early termination of the tenure track was almost never related to failure to achieve the final objectives in the TT agreements.

The general transitional arrangement is broken down into different phases of tenure tracks; if necessary, customised arrangements are made:

- **For TT'ers who have had a mid-term review:**

- If the assessment is positive, conversion to a permanent position as of 1 July will follow in the current job level, with the tenure-track agreements being converted to a career track.
- If there are doubts about the suitability and growth potential, the temporary contract remains in force and no permanent appointment follows. Together with the TT employee, a (counselling) plan is drawn up to still meet the criteria. If necessary, HR can be consulted.
- **TT graduates who have not yet had a mid-term assessment and who have been employed for 15 months or longer**, will be assessed as soon as possible, and no later than 1 October¹, to determine whether they are performing at their current job level and have the potential for growth to complete the career track. For this assessment, a committee is put together by the department consisting of at least two HGL/UHDs from the department (from different research areas), one of whom acts as chair², one external scientist (with expertise in the field), the programme director, at least two female scientists and the HR adviser.
 - If the assessment is positive, conversion to a permanent position in the current job level follows, whereby the tenure-track agreements are converted to career track.
 - If there are doubts about suitability and growth potential, the temporary agreement remains in place and no permanent appointment follows. Together with the TT employee, a (counselling) plan is drawn up to still meet the criteria. If necessary, HR can be consulted.
- **TT graduates who have been employed for less than 15 months** will be assessed at the latest at 15 months³ to determine whether they are performing at their current level and have the potential to complete the career track. For this assessment, the department puts together a committee consisting of at least two HGL/UHDs from the department (from different research areas), one of whom acts as chair⁴, one external scientist (with expertise in the field), the programme director, at least two female scientists and the HR adviser.
 - In the event of a positive assessment, a permanent appointment follows in the current job level whereby the tenure-track agreements are converted into a career track.
 - If there are doubts about suitability and growth potential, the temporary agreement remains in place and no permanent appointment follows. Together with the TT employee, a (counselling) plan is drawn up to still meet the criteria. If necessary, HR can be consulted.
- **New TT/CT recruits** will be offered an 18-month employment contract with CT appointments as of 1 July. The duration of the CT appointments depends on the stage of the career, personal circumstances and growth. The starting point for the CT agreements is the personal career path of the candidate with the support and guidance needed for this. The assessment of suitability for the current position and growth potential for completing the career track takes place at 15 months at the latest. The format of the CT appointments and the composition of the assessment committee are coordinated with HR.
 - After a positive assessment in the first 12-15 months of functioning in the current job level and growth potential upon completion of the CT, the CT employee is offered a permanent position.

¹ The Departments and HR Advisors aim to assess all TT graduates who have more than 15 months of TT appointment before 1 October, due to the large number of TT graduates, this may not be possible.

² The chairman of the committee cannot also be the employee's superior.

³ The Departments and HR Advisors aim to assess all TT graduates who have 15 months of TT appointment between 1 July and 1 October by 1 October, due to the large number of TT graduates, this may not be possible.

⁴ See footnote 2.

- In case of doubts about suitability or growth potential, or a negative assessment, the employment contract ends after 18 months.
- Internal candidates who are qualified as the best candidate for a TT position after open recruitment and for whom an extension of the temporary contract is not possible, are immediately offered a permanent position with a CT.

The following recommendations (and those elaborated on in the advisory report) will be adopted in a new Career-Track policy to be drawn up by the Policy Team in consultation with HR. The departments, in collaboration with HR, are requested to implement recommendations 2 and 3 in this line as soon as possible, with a target date of 1 October at the latest, for the current TT/CT assessments and appointments:

- *Recommendation 2: Revise the TT/CT criteria to fit the Recognition and Reward and DORA policies and remove the requirement for minimum external funding.*

To this end, Appendix 1 (Criteria per phase) and Appendix 2 (Format for a tenure track agreement) will be revised as soon as possible by the Policy Team in coordination with HR.

- *Recommendation 3: Formulate not only criteria in TT/CT, but also include what support the department provides to achieve those goals.*
- *Recommendation 4: Develop a faculty policy for training and evaluation of executives.*
- *Recommendation 5: Embed the "hearing of the voice of TT/CT staff" in the faculty organisation, either by establishing a TT/CT council or by appointing a TT/CT contact person within the faculty.*

Met vriendelijke groet, Guus Schreiber