

Post-Tenure Review and Development Procedure (Faculty Senate Approved May 6, 2008)

First Steps:

The Dean of Faculties will provide a list to each department chair of the dates each of their tenured faculty members received tenure from the Board of Regents no later than May 1, 2008. No later than October 15 annually each department chair will send a list to the Dean of Faculties providing the dates when each tenured faculty member will have their 5-year review by the department.

WHO:

The Reviewee is a tenured faculty member who has been tenured five years or more.

The Reviewers – each reviewee will present materials to his or her entire department. The Personnel Committee of the Department will come to consensus about the materials presented.

WHEN:

Each tenured faculty member must have a formal post tenure review completed and forwarded to the Dean of Faculties by March 1st of her or his fifth year following granting of tenure and every fifth year thereafter.

TO WHOM:

A formal report will be sent from the Department to the Dean of Faculties indicating the review has been completed and citing accomplishments and future goals.

PROCEDURES:

The Post-Tenure Review is a goal-setting and development process. It is not a salary review or performance evaluation.

- ◆ The reviewee shall provide a thorough summary and evaluation of her/his work across the previous 5 years in each of the following components
 - ◆ teaching/advisement
 - ◆ scholarly activities
 - ◆ service
- ◆ The materials shall be assembled in a portfolio loosely modeled on the promotion portfolio – the portfolio will simply be a skeleton within which each reviewee can assemble information as appropriate to her/his discipline and style.
- ◆ Minimally the portfolio shall have three sections corresponding to the three components indicated above (these might be done by year or for the full five year period). Each component section (whether annually or in full) shall be preceded by a one-page summary stating:

- 1) The goal(s) for that component for the previous year (or 5 years)

2) The major accomplishment(s) toward that goal

3) The proposed goal(s) for the next five years

◆ The one-page summary for each section shall be followed by artifacts supporting the accomplishments cited in #2 above

◆ Department members will discuss the materials presented. The Departmental Personnel Committee will come to consensus about the materials and hold a formative discussion with the reviewee about accomplishments, deficiencies and future goals. If significant deficiencies are identified in the review, a specific timeline and plan for remediation will be outlined. The plan shall not involve removal of resources from existing faculty development programs. The reviewee and the Departmental Personnel Committee will come to consensus about the report that will be forwarded to the Dean of Faculties.

Nothing in these guidelines is intended to alter existing rules dealing with tenure termination. This plan for tenured faculty review and development should not involve the creation of unnecessary additional bureaucracy; it is intended to meet the minimum expectations described in the Board of Regents Policy Documents, Section 20-9: Guidelines for Tenured Faculty Review and Development. (Resolution 6118 adopted 5/8/92)