Section 1. Purpose
Post-Tenure Review focuses on identifying faculty development opportunities for tenured faculty that mutually benefit the individual and the institution. The purpose of the review is to assist tenured faculty in improving their long-term performance in relation to career goals and department or program needs consistent with the principles of Academic Freedom and Tenure, Article X of the University Statutes and Due Process. The review should substantively examine what resources and support the faculty member may need for her or his professional development. The outcome of the post-tenure review process should be to recognize, reward, and enhance the performance of tenured faculty. To that end, the review will normally be supported by institutional resources which may be used for professional development or a change in professional direction.

Section 2. Review Schedule
In addition to the annual merit performance reviews, each tenured faculty member shall undertake a review of her or his professional development every seven years after tenure or the most recent promotion, whichever is later. Exceptions to the seven year schedule of review include faculty on sabbatical or leave who will be reviewed when they return; and faculty who have submitted to the administration a signed statement of intent to retire within 3 years after they are scheduled for post-tenure review.

Section 3. Post-Tenure Review Committee
The Dean of the faculty member under review will convene a Post-Tenure Review Committee (PTRC), composed of the following:

A. A representative of each department or program in which the faculty member is cost-centered, selected by the department or program.
B. One student, chosen by the primary department or program committee.
C. Faculty member of the Sabbatical Leaves and Awards Committee, chosen by the
faculty member under review.
D. A faculty member of the Sabbatical Leaves and Awards Committee, chosen by the Vice Chancellor of Academic Affairs.
E. The Dean of the faculty member under review, ex Officio.

Section 4. Criteria
The criteria for reviewing the performance of the faculty member will be continued excellence in teaching and a cumulative record of high quality in the combination of categories of scholarship and service as defined in Article 3, provided that the performance is, at a minimum, satisfactory in both categories. In applying these criteria, the PTRC should acknowledge individual variation in career paths as well as different expectations in different disciplines and changing expectations at different stages of a faculty member’s career.

Section 5. Materials To Be Considered
A. The faculty member under review will submit the following materials to the Dean who will forward them to the PTRC:
   1. A current curriculum vita.
   2. Copies of the annual merit performance reviews including the recommendation of the College and Dean for the period under review.
   3. A statement, not to exceed 5 pages, which briefly describes her or his accomplishments in the areas of teaching, scholarship and service for the period under review and which develops and explains professional goals for the next seven years. The faculty member may provide additional supporting documentation not to exceed 5 pages.

B. The faculty member should address the following questions in preparing his or her statement:
   1. What has been accomplished to her or his satisfaction during the review period? What has not been accomplished to her or his satisfaction during the review period?
   2. What are immediate and long-range goals, generally and specifically? Is a change in professional direction contemplated? How will the proposed goals maintain or improve long term performance?
   3. How are the goals compatible with department or program, and institutional needs? Are they mutually beneficial to the faculty member and the institution? What specific institutional resources and support, including non-salary monies such as travel, contractual, student help, equipment, and NIAs, etc., are needed to implement the professional development plan?
Section 6. Process

A. The review should be completed according to the Academic Personnel Calendar.

B. The Dean will convene the Post-Tenure Review Committee (PTRC) for the purpose of electing a Chair and reviewing the materials submitted by the faculty member.

C. After reviewing materials, the PTRC will meet with the faculty member to discuss the questions listed above (Section 5. B.) in a reflective dialogue and to informally explore what resources and support are needed to enhance professional development.

D. After meeting with the faculty member, the PTRC will write a Post-Tenure Review Report which focuses on a positive, formative and pro-active approach to enhancing professional development. The report will include an assessment of the faculty member’s performance according to Section 4. Criteria and an individualized professional development plan which specifies the resources and support that the institution will make available to implement the development plan.

The professional development plan will include:
1. realistic goals and expectations for performance;
2. specific activities to improve performance;
3. commitment by the College to provide specific resources to support the plan;
4. time lines for the provision of the resources;
5. methods for assessing achievement of the goals and expectations; and
6. time lines for further review by the PTRC, if any, before seven years.

E. The Dean will be responsible for ensuring that the College provides the resources agreed to in the professional development plan and that the PTRC conducts any further reviews in a timely fashion.

F. The Chair of the PTRC will provide a copy of the report to the faculty member who will accept or reject it in writing within 15 working days of receiving it. The Chair of the PTRC will offer to meet with the faculty member and the Dean to discuss the report before formal acceptance or rejection.

G. If the faculty member wishes to accept the report, he or she may attach written comments to it, and the PTRC will submit it and the faculty member’s response, if any, to the department or program, Dean, Vice Chancellor of Academic Affairs and the personnel file of the faculty member.

H. If the faculty member wishes to reject the report, he or she must appeal under the procedures below within 15 working days after giving written notice of rejection. Before filing an appeal, the faculty member must meet with the Chair of the PTRC and the Dean to attempt to resolve matters.
Section 7. Appeals

A. A faculty member may appeal any aspect of the individualized professional development plan except the allocation of College resources (covered in Subsection C. below) to the Campus Sabbatical Leave and Awards Committee (CSAC). Members of the CSAC who were members of the PTRC shall not participate in the appeal. The CSAC shall decide the appeal within 20 working days.

B. A faculty member may appeal the decision of the CSAC to the VCAA. The decision of the VCAA shall be final. The VCAA shall decide the appeal within 15 working days.

C. A faculty member may appeal the PTRC’s allocation of College resources to the College Executive Committee. The decision of that Committee shall be final. The CEC shall decide the appeal within 20 working days.