

1 UNITED ACADEMICS PROPOSAL

2
3 POST-TENURE REVIEW

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5 **Section 1. Initiation of Post-Tenure Review.** A post-tenure review (PTR) is to be performed if:
6 a. requested by a faculty member;
7 b. requested by the academic unit head or supervisor after one negative Annual Review; or
8 c. a faculty member receives two consecutive negative Annual Reviews.
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10 A negative Annual Review is defined as receiving an overall evaluation of “does not meet”
11 expectations.
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13 **Section 2.** Within a month of a request or a second negative review, the academic unit head of
14 the faculty member will initiate the PTR by requesting the faculty member prepare a dossier in
15 accordance with Article XX, General Guidelines for Promotion and Tenure, with the exception
16 that outside solicited letters of evaluation will not be required and will not ordinarily be
17 requested. If a faculty member or academic unit head requests outside letters, up to five
18 reviewers will be selected, following the process used in Section XX of the General Guidelines.
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20 **Section 3.** Members of the academic unit Promotion and Tenure Review Committee will review
21 the PTR dossier. In addition, a representative from outside the academic unit shall be
22 included. The external committee member shall be selected by the academic unit Promotion and
23 Tenure Review Committee from a list of faculty members at or above the rank of the faculty
24 member being reviewed. This list will be provided by the faculty member being reviewed.
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26 **Section 4. Consequences of the Post-Tenure Review.** The Promotion and Tenure Review
27 Committee chair will prepare a written report. The report will be sent to the academic unit head
28 and to the faculty member. The report will be included in the personnel records of the faculty
29 member being reviewed.
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31 If the PTR is initiated due to a negative Annual Review, the report will address both the positive
32 and the negative aspects of the Annual Review and assess their validity. If the committee
33 confirms performance does not meet expectations in any aspect of the assigned job duties, a plan
34 for improvement shall be developed jointly by the faculty member being reviewed and the
35 academic unit head in consultation with the Promotion and Tenure Review Committee chair.
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37 The plan for improvement should provide detailed actions, sufficient resources, measurable
38 goals, and a reasonable timeline to achieve satisfactory performance. Sufficient resources might
39 include a program for the improvement of teaching and/or support for scholarly professional
40 activities (travel, time released from teaching, equipment, clerical or technical support, graduate
41 assistants, laboratory or other workspace, etc.).
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43 A copy of the plan for improvement will be sent to the appropriate dean. A second post-tenure
44 review will be performed at the end of the reasonable timeline to assess whether the faculty
45 member has met the measurable goals described in the plan for improvement. At the conclusion

1 of the second review, the Promotion and Tenure Review Committee chair will send a written
2 report to the academic unit head and the faculty member.

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4 **Section 5.** In the event that the second review determines the faculty member has failed to
5 achieve the goals of the plan for improvement, the academic unit head, in consultation with the
6 Promotion and Tenure Review Committee chair, may recommend redistribution of effort or
7 reassignment within the academic unit.

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9 Any such recommendation made by the academic unit head must be reviewed by a committee
10 appointed and authorized by the Faculty Senate. The Faculty Senate review committee shall
11 forward the results of its review and the academic unit head's recommendation to the dean and
12 the Provost.

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14 Until the Faculty Senate review is complete, no action based on the second PTR can be taken by
15 the Administration.

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17 **Section 6.** This policy is not intended to limit the ability of the Administration to pursue the
18 imposition of sanctions for cause unrelated to the post-tenure review process.