

# Full-Time Faculty Handbook for Compensation and Workload

## Appendix 4.3:

### Post-Tenure Evaluation

**Post -Tenure Review:** Tenured faculty are evaluated every year (USHE R481-3.14). Tenured faculty are evaluated formally every fifth year and informally in the other years. During the transition to this schedule, the Provost office will randomly assign formal evaluation year for post-tenure faculty. Formal evaluations follow the same process as tenure-track evaluations. Informal evaluations are conducted between the faculty member and the academic supervisor.

If, as a result of the post-tenure review process, the faculty member is found to not be meeting the minimum standards required of a tenured member in their discipline, they are responsible for remediating the deficiencies, and the institution is expected to assist through developmental opportunities (USHE R481-3.16). The faculty member and academic supervisor, in consultation with the evaluation sitting committee, will create a remediation plan for the next evaluation cycle or an agreed upon timeline. The faculty member will meet as directed with their committee to review progress until standards are met. Failure to remediate may result in disciplinary measures and possible termination (USHE R481-3.16).

- Faculty may appeal the findings of a post-tenure review to the dean.
- Faculty may request an additional review outside of the post-tenure review cycle.

**Application for Rank Advancement to Full Professor:** A tenured faculty member is eligible to apply for rank advancement to full professor starting in their fifth year in good standing after tenure. Evaluation of an application for rank advancement to full professor may be a co-occurring, yet separate, process with a formal post-tenure review or it may take place during an informal post-tenure review year. The application for, evaluation of, and decision regarding an application for rank advancement to full professor will address the post-tenure period.

**The Rank Advancement to Full Professor Decision:** The rank advancement decision is made by the dean. A denial of rank advancement to full professor will be accompanied by specific reasoning for the decision and clear steps the faculty member may take to meet rank advancement criteria. An appeal to the Dean's decision must be made in writing within 10 business days of being notified and be addressed to the Provost. The appeal must demonstrate that the formal Post-Tenure Review findings were incorrect based on the materials and evidence submitted by the faculty member. The faculty member may not submit new evidence but may provide additional rationale. The Provost will respond to the appeal within 10 business days. Faculty are not limited in the number of times they may apply for Rank Advancement.