

# Post-Tenure Review

**Report due to IHL: July 15<sup>th</sup>** (or first workday after the 15<sup>th</sup> when it falls on a weekend)  
**Template:** Post-Tenure Review Reporting Form (Appendix 14)  
**File Types to Submit to IHL:** PDF format with signatures  
**Corresponding Board Policy:** 403.0103 subsection 5

For tenured faculty, the outcomes of the annual performance review are determined by post-tenure review policy. If overall performance is satisfactory or better, faculty remain in the regular annual performance review process. If the performance of a tenured faculty member is found to be unsatisfactory during a specified timeframe, the faculty member is required to enter a faculty development plan.

The faculty development plans are developed collaboratively by the faculty member, peers and administrators of the unit. The plans state goals with monitoring and benchmarks.

## **Failure to meet plan objectives leads to sanctions which may include:**

- Reassignment of Duties;
- Revocation of Tenure;
- Reduction in Academic Rank and Salary;
- Involuntary Leave; and/or
- Termination of Employment.

## **Each institution shall have post-tenure review policies and procedures:**

- Consistent with the institution's mission and priorities;
- Linked to annual review policies and procedures. Institutional post-tenure review policies and procedures may require a periodic review of all tenured faculty, a review of individual faculty triggered by one or more unsatisfactory annual reviews, or a combination of periodic and triggered reviews;
- Providing for systematic and comprehensive assessments of performance, peer involvement in the post-tenure review process, and opportunities for faculty development;
- Specifying the consequences of unsatisfactory performance, including termination of service as provided in Board of Trustees Policy 403.0104; and
- Providing for appeals by aggrieved faculty.

## ***Process***

1. A university shall annually submit an electronic, signed PDF copy of the ***Post-Tenure Review Reporting Form*** for the preceding academic year to the Office of Academic and Student Affairs by July 15<sup>th</sup>. If the form is insufficient or unsubstantiated information is provided, OASA may seek clarification or further information from the institution.
2. The information will be sent to the Chief Academic Officer's Council in August.
3. The Associate Commissioner of Academic and Student Affairs will apprise the Commissioner of the information.
4. The Board of Trustees will receive the Post Tenure Review Report on the Information Agenda at the August meeting (Board Policy 401.0103).

NOTE: Board Policy 407.01 mandates that all faculty must be evaluated annually. Based on data submitted in the yearly ***Institutional Post-Tenure Review Reporting Form***, if a tenured faculty member did not receive an annual evaluation, explain why the annual evaluation did not occur in the comments section of the yearly ***Institutional Post-Tenure Review Reporting Form***.