

The Faculty Review Process – A Schematic Overview

Faculty Member's Self-Evaluation and Dossier

Faculty member (Candidate) writes a reflective self-evaluation, addressing review criteria and standards, and assembles supporting materials for review dossier.

Dossier Compiled in Office of Academic Affairs

Review dossier contains the self-evaluation, sample syllabi, offprints, etc., student evaluations, and letters from faculty members in the department or area group, external to the department or area group, and external to the University.

§3.9.4, 3.10.3

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Dean's Report to Candidate

The Dean reads the confidential letters in the dossier in light of the self-evaluation to discover whether any issues have been raised that the Candidate has not already addressed, and if so notifies Candidate in writing. The Candidate responds in writing. The FRC will not deliberate on a dossier until the Candidate has had the opportunity to respond.

The Dean also may augment the dossier to ensure it contains all necessary information

Dossier goes to FRC.

§3.10.5

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Faculty Review Committee's (FRC's) Review

The FRC reviews the dossier according to criteria and standards [§3.9] and writes a recommendation to the Dean and Provost.

The FRC also may augment the dossier to ensure that it contains all necessary information.

§3.10.6 – 3.10.8

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Dean's Review of Dossier and the FRC's Recommendation

The Dean reviews the dossier according to criteria and standards [§3.9] and considers the FRC's recommendation. The Dean writes a recommendation to the Provost incorporating the FRC's text.

§3.10.8

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Provost Review

The Provost reviews the dossier and considers the FRC's and the Dean's recommendations. If those recommendations differ, the Provost and Dean meet with the FRC.

The Provost makes a decision and writes an evaluation report incorporating the FRC's and the Dean's text.

Positive decisions go to the President.

If the decision is negative, the Provost notifies the Candidate, who may appeal. Results of an appeal go to the President

§3.10.0 – 3.10.10

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Presidents's Review

The President reviews the Provost's decision and forwards the evaluation to the Academic Affairs Committee of the Board (AAC). §3.10.9

In case of successful appeal, the President reviews the appeal decision, decides the case, and mandates further action.

§3.10.10.8

AAC's Review

The AAC reviews the administration's decisions and affirms or denies them by vote. The AAC then refers cases with recommendations to the full Board for final action

§3.10.9

