THIRD YEAR REVIEWS

Third Year Review Guidelines:

A formal, comprehensive review is required for all non-tenured regular faculty by Spring semester of their third year. While each college may specify the process, all must produce a written evaluation of teaching, research and service noting strengths, weaknesses, recommendations and a concluding judgment. If the timebound year is extended due to ABD status at time of hire or any other approved leave of absence for one semester or more, the third year review will be extended by one year.

Based upon the judgment, one of the following recommendations should be made to the dean:

a. The non-tenured faculty member has performed extraordinarily well in teaching and scholarship, and service is at least satisfactory. The person may be considered for tenure and promotion before his/her time-bound year.

b. Teaching, scholarship and service are developing satisfactory but more time will be needed before a definitive recommendation on promotion and tenure can be made by the department.

c. Significant problems are evident in teaching and/or scholarship (specify one or both). Performance is not at expected level. Progress will be monitored in annual reviews, with potential for non-renewal of contract after the fourth or subsequent years.

d. The problems in teaching and/or scholarship are so serious that the faculty member's fourth year will be his/her last year of employment.

The department chair presents the overview to the dean for approval. Next, the chair presents the evaluation to the faculty member, allowing written response. For judgment
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