

June 15, 2009

MEMO TO: Academic Deans

FROM: Tom P. Miller
Associate Provost for Faculty Affairs

RE: Post-tenure Review Process -- Summary Report for Arizona Board of Regents

Each year we are required to submit to the Arizona Board of Regents (ABOR) a report of the outcomes of the annual performance/post-tenure review process. **The college summary report of reviews completed for the 2008 calendar year will be due in the Office of the Provost no later than October 2, 2009.**

A copy of the forms are attached and can also be downloaded from the Associate Provost's website at:

<http://facultyaffairs.arizona.edu/2009tenure/index.html>

The summary report consists of the following elements.

Summary Report

- Part I** **Annual Reviews** -- ratings of *tenured* faculty in teaching, scholarship and service, and overall
- Part II** **Dean's Level Audit** -- report of outcomes of audit (**Note: audit should be completed no later than September 11, 2009.** The audit covers a proportion (20%) of reviews each year, so that over a maximum of five years, every file is reviewed by a panel convened by the dean. The dean's level audit report should consist of:
- the makeup of the panel convened by the dean
 - the number of files audited
 - the number of files, if any, sent back to peer committees for re-examination.
- Part III.** **Disposition of Cases with Unsatisfactory Ratings –**
Part III.A is a report of tenured faculty who have entered (or will be entering) a faculty development due to a rating of “unsatisfactory in one or more areas but not rated “overall unsatisfactory.”
- Part III.B** is a report of tenured faculty who have entered (or will be entering) a performance improvement plan due to a rating of “overall unsatisfactory” or who have had an unsatisfactory completion of a previous faculty development plan

Please contact Maria Telles at 621-5066 or telles@email.arizona.edu with any questions.

Enclosures