



Annual Review Policy Change Proposal

Faculty Senate Presentation



Annual Review Policy *need for change*

- Faculty (N=60) and Department Heads (N=12) Taskforces developed the following **preliminary recommendations** to Annual Review UHAP Policies 3.2 and 4A.2 during Spring 2020:
 - The process should be streamlined to reduce overall burden on Department Heads and Annual Review Committees.
 - Annual reviews should be more formative and less evaluative.
 - The annual review process should be consistent across the university.
 - Ratings rather than scores should be employed in the metric. Fewer than 5 levels of rating are preferred.
 - The rigor of the process should be tiered to meet varying needs based on faculty rank.



SUMMARY OF DRAFT CHANGES APPROVED BY FACULTY SENATE AND SLT

- Proposed changes are consistent between both [Chapter 3.2](#) (career and tenure track) and [Chapter 4A.2](#) (continuing track) policy.
- Units will call for annual review information no later than 30 days before due.
- Two levels of ratings for peer committee (“meets or exceeds expectations” or “does not meet expectations”)
 - Department head provides more than one level of rating in the case of “does not meet expectations” to indicate “needs improvement” or “unsatisfactory”.
- Peer committee feedback is shared with the faculty member:
 - Feedback will be brief and will use a university form.
 - A diversity of faculty representation from all ranks and all tracks in the peer review committee is encouraged.



SUMMARY OF DRAFT CHANGES APPROVED BY FACULTY SENATE AND SLT

- Fewer required annual meetings
 - Department head will be required to meet as follows:
 - Annually for all tenure-eligible and continuing-eligible faculty, regardless of rating;
 - Annually for all career-track faculty who are at their initial rank of assistant (clinical, research, or professor of practice) or lecturer;
 - When the rating in any category is “needs improvement” or “unsatisfactory” for tenured, continuing or career-track faculty;
 - As requested by faculty members. Encouraged to have regular meetings with those at associate rank.
- Post-tenure college committee sends comments to department head to ensure meeting with tenured faculty at least once every five years.