

## POST-TENURE REVIEW

Rutgers Policy, Sections 60.5.6 and 60.5.7 implement a Board of Governors policy originally adopted in 1976. That policy calls for deans or directors of academic and library units to undertake reviews of each tenured faculty member at five year intervals and specifies that the results of the reviews should be communicated to the faculty member and placed in his or her official faculty personnel file.

Post-tenure review should be a positive device used to encourage all members of the University community to continue their professional growth and thereby strengthen their contribution to the University's mission of instruction, research, and service. The review process is an opportunity to enhance each faculty member's professional development, improve department and school effectiveness and efficiency, and contribute to institutional accountability.

Given the rigor of the evaluation which occurs in promotions to and within tenured positions, the aim of post-tenure reviews is not to reexamine the scholarly or academic merits of the individual faculty member; that important judgment has already been made at the tenure decision and assessed again during the promotion process to Professor I and II. Instead, the purposes of the post-tenure review are to provide an opportunity for the individual faculty member and department chair to review and discuss the individual faculty member's recent academic interests and accomplishments and to determine ways in which the best match can be found between the current interests of the faculty member and the research, teaching, and service needs of the department and college or school. Accordingly, all faculty members who have been evaluated in connection with post-tenure promotions in rank (generally to Professor I or Professor II) shall be regarded as having met the once-every-five-years requirement. Only faculty members who have not been reviewed for this purpose within a five-year period shall complete a separate post-tenure review.

Periodic appraisals of the alignment between the needs of the department and the changing rhythms and shifting scholarly/academic interests of each faculty member provide them and the University with an opportunity to make constructive suggestions that are in the best interest of both. A reappointment and promotion review process that results in tenured appointments for only the very best faculty members, when combined with a post-tenure review process that optimizes the fit between faculty interests and University needs over the career of each faculty member, are a combination that promises to lead to greater faculty satisfaction, productivity, and morale.

With respect to the issue of recourse for individual faculty members who believe they have been done a disservice through post-tenure review, Article IX, Category 2 of the Agreement between the University and the AAUP shall serve as the grievance vehicle.

Deans and Department Chairs are responsible to ensure a post-tenure review is accomplished for all eligible faculty members.

## POST-TENURE REVIEW PROCEDURE

1. By September 1 each dean shall determine the list of tenured faculty members in the unit whose work has not been evaluated for promotion during the past five years and who are therefore eligible during the coming academic year for post-tenure review under Section 60.5.6.
2. By September 15, the dean shall forward to the appropriate chairs a list of the faculty members in his or her department who are eligible for review. No later than October 1 of each year, each tenured faculty member shall be directed to review the statement of the research, teaching and service needs of the department as set forth in the department's self-study and external departmental review including the recommendations, if any, from the Committee on Standards and Priorities in Academic Development (CSPAD).
3. Faculty members who are on leave during a year in which they are identified as being eligible for a post-tenure review shall have the review deferred until their return from leave, or, at the discretion of the chair, upon request of the faculty member, may have the post-tenure review in the year prior to the leave. In the case of faculty members who are to be considered for promotion during the same year in which they are identified as being eligible for post-tenure review, the promotion evaluation shall take precedence and the post-tenure review will not be necessary for another five years.
4. Each faculty member eligible for post-tenure review shall be notified by October 1 that the review is to take place. At that time he or she shall be provided with a copy of the current post-tenure review procedure and the date of the review. The date of the review shall not be sooner than 45 days following this notice.
5. The post-tenure reviews shall take place in a meeting between the faculty member and the department chair, or, in units where there is no chair, the appropriate unit director or dean. When a department chair is due for a review, the review shall be conducted by the dean. Given the purposes of the post-tenure reviews, they will not require any other faculty or administrative participation.
6. The faculty member scheduled for review shall provide the chair with a current curriculum vitae, and outline of a five-year plan setting forth the faculty member's goals for teaching, scholarship and service<sup>1</sup> and any other information (e.g., description of work in progress, activities scheduled for the year) that the faculty member would like to bring to the chair's attention.
7. The faculty member and chair shall review the faculty member's current and planned scholarship, teaching, and service interests and accomplishments, and examine their relationship to current departmental needs. When the interests and academic activities of the faculty member correspond with needs of the

department, no changes are called for. When a gap between departmental need and individual faculty member interests is identified, the chair and the faculty member shall explore possible changes, so that the faculty member's strengths and interests can better serve the needs of the department and college.

8. The chair shall prepare a memorandum summarizing the review. The chair shall provide the faculty member with a copy of the summary memorandum, and after 20 days, forward the summary memorandum to the appropriate dean, along with the faculty member's response, if any has been received, both of which will be placed in the faculty member's personnel file.
9. At the end of each academic year the chair shall provide his or her dean with a summary of the post-tenure reviews conducted within the department, and each dean shall similarly provide, in Camden and Newark, the chancellor with a unit-wide summary. In New Brunswick, this summary should be provided to the Executive Vice President for Academic Affairs.

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<sup>1</sup> Use applicable criteria.