

GUIDELINES FOR POST-TENURE REVIEW STANDARDS

COLLEGE OF VETERINARY MEDICINE
UNIVERSITY OF MISSOURI-COLUMBIA

Approved by the Tenured CVM Faculty, May 27, 2005

I. General Concept

- A. Tenured faculty in the College of Veterinary Medicine believe that standards for post tenure review evaluations should not be less than that to earn tenure. Considering the diversity of responsibilities in various units of the college and potential changes which can occur within a career, specific principles for satisfactory post tenure review should be determined within a department or department's subunits.
- B. The following guidelines are intended to be in compliance with UM Rules and Regulations 310.015 Procedures for Review of Faculty Performance , B. Tenured Faculty Members, which takes precedence if inconsistencies exist.

II. Annual Performance Review

- A. The tenured faculty of each department will develop and publish/post minimum standards for overall satisfactory performance in teaching, research, and service.
- B. Each year, the Department Chair will conduct an evaluation of all faculty members, including tenured members. For tenured members, the Chair will call for annual individual activity reports and determine whether minimum standards for performance are being met in teaching, research, service, and overall.
- C. If an unsatisfactory evaluation may be given, the Chair must meet in person with the faculty member. The faculty member will sign the evaluation to acknowledge its receipt. The Chair must provide a copy of the written evaluation to the faculty member within one month after the faculty member has signed it. The faculty member may provide a written response to the evaluation.
- D. Tenured faculty holding full-time administrative positions are evaluated by other processes than that described here.¹

III. Fifth Year Performance Reviews

- E. Fifth year performance reviews will begin 5 years after passage of the college Guidelines for Post-Tenure Review Standards by the general faculty of the College of Veterinary Medicine and respective department's minimum standards of performance by department tenured faculty.
- F. Each fifth year after receiving tenure or formal review for promotion, a tenured faculty member will resubmit his/her annual performance reports along with a concise summary of teaching, research, and service activities during the five

- years. Promotion will suffice for a fifth year review and reset the five year timetable.
- G. The Chair will evaluate the faculty member's performance as satisfactory or unsatisfactory. If deemed satisfactory, the fifth year performance evaluation is ended.
 - H. If the performance is deemed unsatisfactory by the Chair, the 5 year performance will be assessed by the department and college Promotion and Tenure Committees. If the faculty member's performance is deemed satisfactory by two-thirds of each of the department and the college Promotion and Tenure Committees, the fifth year's performance evaluation is ended.
 - I. If the performance is deemed unsatisfactory by more than one-third of either the department or college Promotion and Tenure Committees, the dean will review the fifth year evaluation and Promotion and Tenure committee votes, comments, and recommendations. If the dean deems the faculty member's performance as satisfactory, the fifth year's performance evaluation is ended.

IV. Required Professional Development

- A. If the dean and two-thirds of either the department or college Promotion and Tenure Committees deem the faculty member's performance is unsatisfactory, a plan for professional development will be written. The plan will be developed within three months of an unsatisfactory performance evaluation by the dean. The plan will be designed by the faculty member, department and college Promotion and Tenure committee members, department Chair, and a mediator from outside the department. The mutually agreed on plan must be signed by the faculty member, Chair, mediator, and dean.
- B. If the faculty member with an unsatisfactory performance evaluation has not been presented with a development plan which is acceptable within three months of the performance evaluation by the dean, he/she may appeal to the Provost's Office for assistance in developing an acceptable plan.

IV. Assessment of Professional Development Plan

- A. Faculty members on a Professional Development Plan due to an unsatisfactory fifth year performance review will for three years submit annual progress reports on the Plan to the department Chair. If the Chair deems the progress satisfactory for two of the three years, the Plan will end and a new fifth year performance review cycle will begin.
- B. If the Chair does not deem at least two of the three years progress on a Professional Development Plan to have been satisfactory, he/she will provide the department and college Promotion and Tenure Committees and the mediator the progress reports. If the Committees and the mediator find that two of the three progress reports are satisfactory, the Professional Development Plan will end.
- C. If the Chair, one-third of either the department and college Promotion and Tenure Committee members, and mediator do not deem at least two of the three years

progress on a Professional Development Plan to have been satisfactory, they will submit the progress reports and evaluations to the dean. If the dean finds that two of the three progress reports are satisfactory, the Professional Development Plan will end.

- D. If the dean finds that at least two of the three progress reports are unsatisfactory, he/she will forward the Development Plan, progress reports, and evaluations by the Chair, Promotion and Tenure Committees, mediator, and dean to the campus Committee on Promotion and Tenure and the Provost. Subsequent evaluations at the campus may lead to dismissal for cause.