

TENURE UNIT STANDARD ROUTING SHEET

In support of the following academic policy statements, tenure unit performance standards will be maintained and made publicly available by the Office of the Provost's Faculty Records Team. Per policy, each of these sets of standards will be reviewed every five (5) years, submitted to the Office of the Provost using this routing form for all signatures.

- APS [900417](#), Faculty Reappointment, Tenure, and Promotion of Tenured and Tenure-Track Faculty
- APS [980204](#), Performance Evaluation of Tenured Faculty (Post-Tenure Review)
- APS [820317](#), The Faculty Evaluation System of Tenured and Tenure-Track Faculty

Please note the following:

Pursuant to Academic Policy 980204, each tenured faculty member will undergo a performance evaluation every five years with the “goal to improve faculty performance without infringing upon academic freedom” within each academic unit. Tenured faculty in the Department of Biological Sciences are expected to maintain an acceptable level of teaching, scholarly activity, and service. The departmental DPTAC will utilize the annual Faculty Evaluation System (FES) and the attached checklist to evaluate tenured faculty to annually record activities in which the faculty member participates to demonstrate that the Department of Biological Sciences minimum standards of performance are being satisfied. Each tenured faculty member is required to complete at least six activities per year on the attached checklist in order to meet departmental minimum standards. The attached checklist is not a comprehensive list of activities and faculty members are permitted to list activities not included here if they feel that such activities are appropriate for consideration in determining if the department’s minimum standards of performance are being satisfied.

A complete Performance Evaluation portfolio will thus include copies of the faculty member’s five previous FES forms and a completed checklist for each of the previous 5 years.

