SON OP: 20.086 Comprehensive Performance Evaluation Professional Development Plan for Tenured Faculty

PURPOSE: This policy establishes guidelines and procedures for tenured faculty who have not met the criteria for maintaining tenure and is derived from HSC OP 60.03 and 60.03b, respectively.

REVIEW: This section of the handbook shall be reviewed by the Professional Development Council, Dean, and by September 1st on odd-numbered years with revisions approved by the faculty and presented to the President of TTUHSC.

POLICY/PROCEDURE:

General Considerations for Comprehensive Performance Evaluation (CPE) Professional Development of Tenured Faculty

Professional Development Procedures - Any tenured faculty member not meeting a level of satisfactory on a comprehensive performance evaluation will be required to follow the steps provided by this PROFESSIONAL DEVELOPMENT PLAN.

Only tenured faculty who do not meet expectations will have a professional development plan.

Initiation of professional developmental procedures for tenure track faculty following CPE peer review is set forth below. Specific activities designed to improve performance and better align the faculty member for a positive tenure review will vary according to the individual faculty member's needs.

a) Any faculty member whose CPE results in a recommendation for additional development will receive a written professional development plan, advisory in nature, not to exceed one year.

b) This professional development plan will be established through collaboration between the CPE peer panel, the faculty member, and the appropriate Department Chair, Associate/Regional Dean(s). (see Attachment C: Professional Development Plan Form)

c) Although each professional development plan is tailored to individual circumstances, the plan will address the following performance factors in relation to meeting requirements for rank and tenure:

i. Address the specific deficiencies in teaching, service, practice, or research taking into account the deficiencies that were identified in the peer review committee's recommendation;

ii. Define specific outcomes necessary to remedy the deficiencies taking into account the proposed guidelines for performance improvement from the peer review committee's recommendation;

iii. Outline the activities to be undertaken to achieve the necessary outcome;

iv. Set time lines for accomplishing the activities and achieving intermediate and final outcomes;

v. Indicate the criteria for assessment of the progress made in the professional development plan; and
vi. Identify institutional resources to be utilized in support of the professional development plan.

d) The faculty member will make a good faith effort to implement the professional development plan.
e) At the end of the professional development plan, a peer review panel of tenured faculty, appointed by the Dean to assess the faculty member's progress will make one of the following recommendations:

i. The development plan was implemented with satisfactory faculty performance; no further action is necessary.
ii. Extend the professional development plan for up to one year due to extenuating circumstances.
iii. Refer the case to the Dean for consideration.

The recommendation shall be provided to the Dean with a copy given to the faculty member no later than one month after the peer review committee has provided their recommendation to the Dean.