

### FACULTY GOVERNANCE COMMITTEE REPORT

#### Checklist for the Review of Unit Post Tenure Review Procedures by the Provost's Review Panel

- € The review procedure does not institute a reevaluation or revalidation of the faculty member's tenured status.
- € The review procedure states a standard to be used by the PTR committee for finding a faculty member's performance exemplary, satisfactory or deficient that was approved by the Tenure Committee and the Unit Administrator.
- € The standard used by the performance review committee to rank faculty members as "exemplary," "satisfactory," or "deficient" is based on differences in the degree to which a faculty member has *discharged conscientiously and with professional competence the duties associated with his or her position during the period under review*. These differences are not necessarily quantifiable and may be based on the subjective evaluation of faculty peers.
- € The review procedure does not base ranking entirely on the faculty member's annual evaluations.
- € The review procedure requires that the evaluation of a faculty member's performance of assigned duties must be *judged only by the published unit and Faculty Manual performance criteria in effect during the evaluation period (as found in the (ECU Faculty Manual, Part VIII, Section I (III.). Evaluations)* and in the unit code).
- € The review procedure requires that an evaluation address *all of the duties actually assigned to the faculty member during the period covered by the evaluation* as these duties were weighted for the individual faculty member at the time. Thus the review procedure is a comprehensive assessment of the faculty member's teaching, research, service and other duties, including contributions to the departmental college/school and university goals, contributions to the academic programs in which the faculty member teaches and any other professional activities bearing on the faculty member's performance of his or her duties during the period under review.
- € The review procedure requires that performance review for each faculty member must reflect the nature of the faculty member's field or work and must conform to fair and reasonable expectations as recognized by faculty peers in each department and discipline.
- € The review procedure permits considering any performance of duties judged supererogatory (duties that address the unit's mission but are not specifically assigned during the period under evaluation).
- € The review procedure requires that the review be conducted in a manner free of arbitrary, capricious, or discriminatory elements and adheres to the requirements of the Faculty Manual.
- € The review procedure requires that misconduct can only be addressed if the misconduct is documented in the faculty member's personnel file and the faculty member's due-process rights were respected (the right to appeal a finding or sanction to the relevant committee and the right to include in the personal file a letter expressing disagreement with a finding).