

February 5, 2024

Dear President Deemyad:

The Senate Faculty Review Standards Committee (SFRSC) reviews guidelines developed by Departments, Divisions, Programs, Colleges, and Schools for the review of faculty. These guidelines include both informal and formal reviews of faculty that are in the tenure-line, tenured, career-line, adjunct, and visiting faculty categories. The documents cover both formal and informal reviews. The committee works to ensure that these documents follow university policy as well as work to ensure that the documents provide clarity for the reviewers and the faculty member being reviewed to minimize potential confusion or issues. The committee also works with the Senior Vice President(s) for Faculty to develop templates and to standardize the process across campus. Three templates currently exist: RPT (tenure-line faculty), TFR (tenured faculty review; post-tenure reviews), and CAV (career-line, adjunct, and visiting faculty). Each template receives regular feedback with the intention of updating these templates periodically. The SFRSC meets once a month during the 9-month academic year. Each meeting lasts approximately two hours. The chair of the committee, along with Trina Rich often meet with departments before and/or after the committee review to answer any questions and ensure the process of review and revision are completed. On average, the committee reviews two to three documents per meeting. This committee would not run without the tremendous efforts of Trina Rich, Director, University & Academic Affairs Policy Administration, who consults regularly with units as they develop guidelines. Programs better understand how to make use of templates to clarify criteria specific to their discipline, and the committee can more efficiently evaluate the consistency of guidelines with university policy. Subcommittees initially review each document, which Trina Rich then posts for all committee members to review. The full committee then typically spends 45 minutes or more on each set of guidelines, considering the consistency and clarity of evaluative criteria and other provisions.

Sincerely,



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