

# **Texas Woman's University University Regulation and Procedure**

**Regulation and Procedure Name: Post-Tenure Review**

**Regulation and Procedure  
Number: URP: 02.348**

**Policy Owner: Academic Affairs**

## **POLICY STATEMENT**

TWU values faculty as a vital resource in achieving its mission through quality teaching, scholarship, and service. Recognizing the value of comprehensive evaluation in identifying both strengths and areas needing improvement, Texas Woman's University conducts ongoing performance review of tenured faculty. Consistent with Texas Education Code, Section 51.942 *Performance Evaluation of Tenured Faculty*, that "the process be directed toward the professional development of the faculty member," this URP is intended to:

- Strengthen faculty performance,
- Enable faculty members and academic administrators to determine those areas in which each person can contribute most significantly to achievement of the component's mission, and
- Promote productive use of each faculty member's various skills and talents.

## **APPLICABILITY**

This policy is applicable to TWU Faculty.

## **DEFINITIONS**

1. "Academic Component ("AC")" means an administrative unit of faculty within a discipline or a set of related disciplines; may be a titled program, department, school, or a campus/center unit of a college.
2. "Academic Component Administrator ("AC Administrator")" means the Leader of an AC; may be titled program director, chair, director, associate dean, or associate director.
3. "Peers" means individuals with similar professional responsibilities.
4. "Tenure" means the entitlement of a faculty member of TWU to continue in the faculty member's academic position unless dismissed by TWU for good

cause in accordance with TWU's policies and procedures. The granting of tenure may not be construed to create a property interest in any attribute of a faculty position beyond a faculty member's continuing employment, including their regular annual salary and any privileges incident to their status as a tenured faculty.

## **REGULATION AND PROCEDURE**

### **I. Post-Tenure Review**

To aid in determining the effectiveness of overall faculty performance and performance in the domains of teaching, scholarship, and service, the University uses a process for comprehensive and periodic review of tenured faculty performance, hereafter called "post-tenure review." The post-tenure review process applies to all individuals in the University who hold tenure, including those with primarily administrative assignments. Post-tenure review by a peer review committee (PRC) is conducted every three years for individuals with tenure according to the processes, calendar, ratings, and review standards established by the University and relevant academic components (AC) outlined in URP 02.346: Faculty Periodic Performance Review and Evaluation (PPR). As noted URP 02.346, faculty evaluation is the exercise of professional judgment in multiple levels of review regarding the quality of faculty work that is shaped by quantitative and qualitative data.

### **II. Procedure**

- A. All tenured faculty are evaluated in relation to their assigned professional responsibilities. Although tenure applies only to the faculty role, tenured faculty serving as administrators participate in post-tenure review in relation to their assigned professional responsibilities over the past three years.
- B. Consistent with state law, post-tenure review is carried out by a PRC. For post-tenure review of faculty, the PRC is the committee utilized by the AC in the promotion and tenure process. For AC administrators, the dean appoints a PRC of three individuals holding similar positions. For deans and vice provosts, the Provost and Vice President for Academic Affairs appoints a PRC of three individuals with similar levels of responsibility. For other academic administrators, the supervisor appoints a PRC of three individuals with similar levels of responsibility. The Chancellor and President appoints an appropriate PRC for administrators who report directly to her/him.
- C. Faculty participating in a post-tenure review will prepare and submit materials consistent with the processes and criteria outlined in URP 02.346: Faculty Periodic Performance Review and Evaluation. Administrators participating in a post-tenure review will submit a current curriculum vitae and any other material deemed appropriate by the individual and the supervisor.

- D. Tenured faculty and administrators complete a post-tenure review every three years after tenure is earned. If a tenured faculty member is promoted in academic rank, that review is considered a post-tenure review. The next post-tenure review will occur in the third year after the promotion. Post-tenure reviews address three previous academic years of performance. Preparation of a portfolio and external review are not required for post-tenure review.
- E. The post-tenure review follows the process and path of review detailed in URP 02.346: Faculty Periodic Performance Review and Evaluation including review by the AC administrator and dean. Post-tenure review also includes review by the Provost/Vice President for Academic Affairs. Appropriate modifications to the review path will be made for administrators undergoing post-tenure review according to their lines of supervision.
- F. For any tenured faculty member with a rating of *Performance Needs Improvement* overall or in any of the three domains, the AC administrator and faculty member will develop an informal plan to address the areas in need of improvement. To assess improvement, a post-tenure review will be scheduled for the following year.
- G. For any tenured faculty member with a rating of *Ineffective Performance* overall or in any of the three domains, the process to be followed is stated in the URP 02.346: Faculty Periodic Performance Review and Evaluation section entitled, "Periodic Review with Rating(s) of Ineffective Performance." After the opportunity for performance improvement through a faculty development plan as defined in URP 02.346, provisions of URP 02.350: Faculty Grievance, Review, and Appeal Processes may apply, as appropriate.
- H. The dean may recommend to the Executive Vice President for Academic Affairs (EVPAA) and Provost revocation of tenure and termination of employment. Pursuant to Texas Education Code, Section 51.942, *Performance Evaluation of Tenured Faculty*, "a faculty member may be subject to revocation of tenure or other appropriate disciplinary action if, during the comprehensive performance evaluation, incompetency, neglect of duty, or other good cause is determined to be present." After review of the dean's recommendation, the Provost will notify the faculty member, the AC administrator(s), and the dean of the disciplinary decision in writing.
- I. If the decision of the Provost under this policy is revocation of tenure and termination of employment, the written disciplinary decision must include a description of the specific charges and right to appeal. The faculty member may, within 10 days after receiving the written decision of the Provost, elect non-binding alternative dispute resolution (ADR) as described in Chapter 154, *Civil Practice and Remedies Code*. The Office of the Provost must receive notice of the faculty member's election for ADR within 10 working

days. The ADR must be completed within 60 days after such election by the faculty member is received by the Provost, unless the time is extended in writing by mutual agreement. The parties may mutually agree to another type of ADR in place of the one described above; it must also be completed within 60 days.

- J. If ADR was elected and the matter was not resolved, or if the ADR was not elected, the faculty member may appeal to the TWU Faculty Review Committee (FRC) within 10 days after receiving written acknowledgment from the Provost that ADR has not been successful. The process for initiating an FRC review is described in URP 02.350: Faculty Review Policy and Procedures (Grievance), which outlines the path of appeal through administrative channels to the FRC.

## **REVIEW**

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, Board of Regents policies, or internal processes or procedures.

## **REFERENCES**

Texas Civil Practice and Remedies Code, Chapter 154

Texas Education Code 51.492 Faculty Tenure

[URP 02.346: Faculty Periodic Performance Review and Evaluation](#)

[URP 02.350: Faculty Grievance, Review, and Appeal Processes](#)

## **FORMS AND TOOLS**

None

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