

## **POLICY 12: FACULTY EVALUATION SCHOOL COMMITTEES**

The School of Mathematical and Statistical Sciences shall have the following elected faculty committees responsible for faculty evaluation at the School level.

### **A. Annual Review Committee for Tenured faculty**

1. The policies governing the size, structure, and appointment of the Committee will be defined in the School's Annual Evaluation document or decided by the tenured and tenure-track faculty. The Committee will elect a Chair from among its members.
2. All tenured faculty that are not tenure-track or are not applying for promotion or for post-tenure review will submit an annual evaluation folder, which includes the Faculty Activity Report required by the School's Annual Evaluation document, to the Chair of the Committee, and will be evaluated by this committee using the criteria defined by the School's Annual Evaluation Document.
3. Tenure-track faculty and tenured faculty that apply for tenure and/or promotion or for post-tenure review, will have their Annual Evaluation conducted by the Tenure and Promotion Committee, the Promotion to Full Professor Committee, or the Post Tenure Review Committee, as indicated below.

### **B. Annual Review Committee for Lecturers**

1. The policies governing the size, structure, and appointment of the Committee will be defined in the School's Annual Evaluation document or decided by the tenured and tenure-track faculty and 3-year Lecturers. The Committee will elect a Chair from among its members.
2. All 3-year Lecturers that are not applying for reappointment and/or promotion will submit an annual evaluation folder, which includes the Faculty Activity Report required by the School's Annual Evaluation document, to the Chair of the Committee, and will be evaluated by this committee using the criteria defined by the School's Annual Evaluation Document.
3. 3-year Lecturers that apply for promotion and/or reappointment, will have their Annual Evaluation conducted by the Lecturer Promotion and Reappointment Committee, as indicated below.

### **C. Tenure and Promotion Committee**

1. The Tenure and Promotion Committee shall be either elected by the tenured and tenure-track faculty or be a Committee of the Whole consisting of all tenured faculty. The Committee members shall elect a Committee Chair from among its members. All other details concerning the size, structure, composition, and appointment of the Committee shall be defined by the School's Tenure and Promotion document.
2. All tenured faculty with the ranks of Associate Professor or Full Professor are eligible to serve on the Committee.
3. The Committee will evaluate all tenure-track faculty that apply for reappointment or awarding of tenure using the criteria in the School's Tenure and Promotion document.
4. The Committee will also conduct the Annual Evaluation of all tenure-track faculty.

### **D. Promotion to Full Professor Committee**

1. This committee shall be formed if there are tenured faculty that wish to apply for promotion to Full Professor.
2. The Committee shall be either elected by all tenured faculty or be a Committee of the Whole consisting of all tenured faculty with the rank of Full Professor. The Committee members shall elect a Committee Chair from among its members. All other details concerning the size, structure, and composition of the Committee shall be defined by the School's Tenure and Promotion document.
3. All tenured faculty with the rank of Full Professor are eligible to serve on the Committee.
4. The Committee will evaluate all tenured faculty that apply for promotion to Full Professor using the criteria in the School's Tenure and Promotion document. The Committee will also conduct the Post Tenure Review, using the School's Post Tenure Review document, applied on the previous 5 academic years and the current academic year, when the evaluated faculty member is applying for Post Tenure Review.
5. The Committee will also conduct the Annual Evaluation of all tenured faculty applying for promotion.

**E. Post Tenure Review Committee**

1. The Post Tenure Review Committee will consist of at least 3 members elected by the tenured faculty. The rank of all committee members must be greater or equal to the maximum rank of all tenured faculty that will be reviewed by the Committee.
2. The Committee will elect its Chair from among the committee members.
3. The Committee will conduct the Post Tenure Review of all faculty that apply to the Committee Chair for Post Tenure Review but are not also applying for Promotion to Full Professor using the criteria in the School Post Tenure Review document.
4. The Committee will also conduct the Annual Evaluation for any faculty under review by the Committee.

**F. Lecturer Promotion and Reappointment Committee**

1. The Committee will be elected by the tenured, tenure-track faculty, and 3-year Lecturers when 3-year Lecturers are due to apply for promotion and/or reappointment. The size and structure of the Committee shall be defined by the School Lecturer Promotion and Reappointment document.
2. The Committee will review the applications of 3-year Lecturers, submitted to the Committee Chair, for reappointment and/or Promotion according to the criteria defined by the School Lecturer Promotion and Reappointment Document.
3. The Committee will also conduct the Annual Evaluation of the 3-year Lecturers under review.