

COLLEGE OF ARTS AND SCIENCES

Deadlines for Post-Tenure Review for the Upcoming Academic Year **2010-2011**

Ref: *Faculty Manual* <http://www.sc.edu/policies/facman/fmhome.html>. Reference 2/REGULATIONS AND POLICIES and go to Annual Performance Review, Third-Year Review and Post-Tenure Review

Green denotes	Dean's Office action
Red denotes	Department Chair action
Black denotes	Candidate / Faculty Committee action

2010

April 30 Department chairs notify all eligible faculty **in writing** that post-tenure reviews will take place during the upcoming academic year (2010-2011)

June 1 Eligible faculty notify Dean's office in writing of intent to go forward with review or retire in three years. Faculty contact the appropriate Post-Tenure Review Committee Chair for guidance in preparing file.

June 16 Department chairs send to the dean a list of all faculty who will be considered for post-tenure review.

July 15 Dean sends list of faculty who will be considered to the Provost.

November 1 Post-Tenure Review file should be completed and forwarded to the Chair's Office for Committee review.

2011

January 14 Post-Tenure Review Committee report forwarded to the faculty member and Chair. The Post-Tenure Review Committee must include recommendations in its report that could assist in restoring the faculty member's performance to a "satisfactory" level in any area found unsatisfactory.

February 11 1. In the event that the faculty member's overall performance evaluation is determined by the Post-Tenure Review Committee to be "unsatisfactory", a Development Committee will prepare a Development Plan and a timetable for improvement following unite guidelines. The Development Plan must be prepared in consultation with and receive the concurrence of the faculty member.

2. PTR Committee report and Chair's recommendation forwarded to the Dean. Please do not send the files or supplemental files. If needed, they will be requested.

March 26 Completed Development Plan for those judged unsatisfactory and timetable must be approved by Committee and forwarded to the Dean.

April 1 Summary report for those judged unsatisfactory and or superior forwarded to the Provost along with Development Plan and relevant Committee's Report.