

**Post-Tenure Review Calendar 2011-2012**

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 and Provost website: [http://www.sc.edu/provost/forms/calendar\\_posttenure\\_2011-12.pdf](http://www.sc.edu/provost/forms/calendar_posttenure_2011-12.pdf)

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

**2011**

- April 29** Department Chairs notify all eligible faculty in writing that post-tenure reviews will take place during the upcoming academic year (2011-2012)
- 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 15** 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 all faculty members who will be considered to the Provost.
- November 1 Faculty complete the Post-Tenure Review file and forward to the Department Chair's office for Post-Tenure Review Committee review.

**2012**

- January 13 The Post-Tenure Review Committee forwards the report to the faculty member, Department Chair, and the Dean. 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 10**
  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 unit guidelines. The Development Plan must be prepared in consultation with and receive the concurrence of the faculty member.
  2. Post-Tenure Review Committee report and Department Chair's recommendation are 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 the Post-Tenure Review Committee and forwarded to the Dean.
- April 2** Dean forwards to the Provost the Development Plan and Post-Tenure Review Committee's report for any faculty whose performance is judged as unsatisfactory." Dean forwards to Provost the names of all faculty with ratings of "unsatisfactory," "satisfactory," and "superior."