


<b>Name of Policy:</b> <u>College of Medicine and Life Sciences Faculty Review Policy</u>		 <b>Original effective date:</b> September 28, 2020	
<b>Policy Number:</b> 3364-81-25			
<b>Approving Officer:</b> Dean, College of Medicine & Life Sciences			
<b>Responsible Agent:</b> Senior Associate Dean for Faculty Affairs and Development, College of Medicine & Life Sciences (COMLS)			
<b>Scope:</b> Faculty in the College of Medicine & Life Sciences			
<input checked="" type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

The University of Toledo provides faculty with formal feedback on a regular basis to evaluate academic performance and, where applicable, progress towards promotion and tenure.

(B) Purpose of Policy

The purpose of this policy is to support formal feedback for all COMLS faculty members.

(C) Scope

The policy applies to all full and part-time faculty members with primary appointments in COMLS and not bound by a collective bargaining agreement (CBA).

(D) Procedure

- (1) Annual review: All University of Toledo College of Medicine and Life Sciences faculty will undergo an annual review to evaluate academic performance by their department chairperson or division chief. The annual review evaluates academic performance in the appointment track. Goals and plans for the next year and long-term career goals should be reviewed. The chairperson or division chief will provide a written summary including expectations with action steps.
- (2) Pre-Promotion Review: Faculty members in tenure eligible tracks undergo a review of their academic performance after completion of three years and no later than the start of their fourth year. This review must include an updated CV, a personal statement, and a

copy of all publications and teaching evaluations since the faculty appointment to the tenure eligible track. The Departmental Promotion and Tenure committee will review the candidates' progress towards promotion and/or tenure. The Departmental Promotion and Tenure committee will submit a written review to the chair to attest that the candidate is progressing towards promotion and/or tenure on their current faculty track or highlight areas where performance improvement may be needed.

- (3) Post tenure Review: Faculty with tenure shall undergo post-tenure professional assessment in the fifth year after tenure is awarded and each five years subsequently. The review assesses summative performance over the last 5 years, goals for the next 5 years, and plans for faculty development for the next 5 years. A post-tenure review that indicates unsatisfactory performance will result in the initiation of the post-tenure review process as detailed in the Faculty Rules and Regulations, and the Post Tenure Review Policy 3364-72-52.

All reviews will be housed in the university's activity reporting and evaluation software.

<p>Approved by:</p> <p><u>/s/</u>                  Christopher Cooper, M.D.                  Executive V.P. for Clinical Affairs and                  Dean, College of Medicine &amp; Life                  Sciences</p> <p><u>September 28, 2020</u>                  Date</p> <p><i>Review/Revision Completed by:</i></p> <p><i>SLT</i></p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"> <li>• <i>n/a</i></li> </ul> <p>Initial effective date: 09/28/20</p> <p>Review/Revision Date: n/a</p> <p><b>Next review date: 09/28/23</b></p>
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