


Name of Policy: College of Medicine and Life Sciences Faculty Review Policy				
Policy Number: 3364-81-25				
Approving Officer: Dean, College of Medicine & Life Sciences				Effective date:
Responsible Agent: Senior Associate Dean for Faculty Affairs and Development, College of Medicine & Life Sciences (COMLS)				Original effective date: September 28, 2020
Scope: Faculty in the College of Medicine & Life Sciences				
<input checked="" type="checkbox"/>	New policy proposal	<input checked="" 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 [College of Medicine and Life Sciences \(COMLS\)](#) 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~~ [COMLS](#) faculty will undergo an annual review to evaluate academic performance by their department chairperson or division chief. The annual review will be completed using a standard template, available on the COMLS Faculty Affairs and Development website, that 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 will 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 self-assessment~~, ~~the three previous annual reviews~~, and ~~a copy~~iesy of all publications and teaching evaluations since the faculty appointment to the tenure eligible track. The Departmental ~~Appointments~~, Promotions, and Tenure (~~dAPT~~) committee will review the candidates' progress towards promotion and/or tenure. ~~The Departmental Promotion and TenuredAPT~~ 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 ~~five~~5 years, goals for the next 5 years, and plans for ~~faculty professional~~ development for the next 5 years. A post-tenure review that indicates unsatisfactory performance will result in the ~~initiation development of the a post-tenure review performance improvement process plan~~ 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> <hr/> <p>Dean, College of Medicine & Life Sciences</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> • <i>None</i> <p>Initial effective date: 09/28/20</p> <p>Review/Revision Date:</p> <p>Next review date:</p>
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