



**Policy Title:** AA3012 - Evaluation of Faculty Members

**Subject Area:** Academic

**Responsible Official(s):** Executive Vice President and Provost

**Responsible Office(s):** Office of the Provost

### Policy Statement

This policy provides for the fair and equitable assessment of each full-time faculty member's job-related performance on an annual basis and to provide information for personnel decisions.

### Definitions

***Tenure-Track Faculty*** - Appointments for full time faculty positions employed for a probationary period prior to consideration for tenure.

***Teaching-Track Faculty*** – Appointments for faculty positions employed primarily for teaching and institutional service.

***Clinical-Track Faculty*** – Appointments for faculty positions employed primarily to perform professional services, provide instruction to students, and perform service in a variety of settings.

***Research-Track Faculty*** – Appointments for faculty positions employed primarily to perform research and provide institutional service.

***Practice-Track Faculty*** – Appointments for faculty positions employed primarily for teaching and institutional service.

***Postdoctoral Faculty*** - Appointments for faculty positions employed primarily to perform research under faculty supervision.

### Policy

Supervisors (dean, department chair, center director, or faculty mentor) will annually evaluate the faculty in their unit and use the results of these evaluations as a basis for personnel decisions such as tenure, promotion, job assignments, salary increases, and other personnel

actions, including decisions regarding renewal of tenure-track, teaching-track, clinical-track, research-track, practice-track, and postdoctoral appointments. The review will consider a faculty member's performance in all areas of the faculty member's assigned workload that furthers the mission of the University, including teaching, advising, mentoring, research and other scholarly or creative activity, outreach, and public and University service.

Any review of a faculty member's professional performance should be conducted with the full knowledge of the faculty member, should inform the faculty member of the findings prior to the transmittal of the conclusions of the review, and should allow the faculty member to verify that the review has been based on full and complete information.

## Procedures

### **Annual Evaluation and Planning Report**

Near the end of each fall semester, the Office of the Provost will provide faculty and faculty supervisors information for preparing annual reports and evaluations.

### Related Documents, Policies and Forms

[Faculty Evaluation Process](#)

Last Revision Update Log: 06/07/2023

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