

**ACD 506-11A**

**Outline of Arizona State University Post-Tenure Review Plan**

<p><b>Step 1</b> -Annual Performance Evaluation*</p> <p>-Review of Process and Performance Ratings of 20% of faculty in College by Dean with Advice from Unit Head and Two Faculty</p> <p>-Program Review Process to determine the effectiveness of individual unit's programs</p>	<p><b>Step 2</b> <u>Ways to Initiate Enhanced Review</u></p> <p>1. Voluntary</p> <p>2. Mandatory= An overall unsatisfactory performance rating. Two consecutive unsatisfactory ratings in the same area of assigned responsibility is also an overall unsatisfactory.</p> <p>Faculty can be exempted from mandatory review by request from Unit Head to Dean for extenuating circumstances (e.g., health problems, sick family member, etc.).</p>	<p><b>Step 3</b> <u>Mandatory Review</u></p> <p>by either a 3-person faculty committee appointed by the Dean, or a 3-person subcommittee from the College Personnel Committee, the choice being the option of the faculty member.</p> <p>The report will be forwarded to the Unit Head, the Dean and the faculty member.</p>	<p><b>Step 3, cont'd</b> <u>Results of Mandatory Review</u></p> <p>1. Faculty member has met reasonable expectations (review concluded)</p> <p>2. Some strengths and some weaknesses identified, but deficiencies not substantial or chronic (review concluded)</p> <p>3. Substantial and chronic deficiencies identified necessitating performance improvement plan (Step 4)</p>	<p><b>Step 4</b> <u>Performance Improvement plan</u></p> <p>Formulated by Unit Head and Dean with Assistance of faculty member Plan must identify:</p> <p>1. Specific deficiencies</p> <p>2. Specific reasonable goals or outcomes needed to remedy deficiencies</p> <p>3. Outline of activities to be undertaken to achieve outcomes</p> <p>4. Time lines for accomplishing activities</p> <p>5. Indicate criteria for periodic progress reviews</p> <p>6. Identify available resources (e.g., opportunities for funding, faculty development).</p>	<p><b>Step 5</b> <u>Monitoring and Follow-up</u></p> <p>A 3-person subcommittee specified in Step 3 meets periodically to review progress (prepare a report that is forwarded to Dean).</p>	<p><b>Step 6</b> <u>Completion of Plan</u></p> <p>Completed when objectives are met or within the time specified in the Performance Improvement Plan. Unit Head makes final report to faculty member and Dean.</p>

\* Annual Performance Evaluation refers to the ASU-Main Performance-Based Salary Plan which was approved by the Academic Senate in January of 1995 and by the Board of Regents in the summer of 1995.

Faculty member retains all rights of appeal as specified in University grievance regulations.

Revised April 14, 1997