

Reappointment/Annual Review or Nonreappointment of Faculty

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I. Board of Visitors Policy

A. Nature of Appointment

1. Unless tenure has been awarded by the university, all appointments of full-time faculty are on an annual, temporary, or probationary basis, renewable one year at a time at the discretion of the university.
2. In some cases, appointments for a period of less than one academic year may be made, for example initial appointments at mid-year or emergency one-semester appointments.

III. Procedures

Reappointment or Nonreappointment of Nontenure-track Faculty

1. Each department conducts an annual review of all nontenure-track faculty members in that department. This review is based on the performance of the individual faculty member and the needs of the department.
 - a. For **lecturers** and clinical assistant professors, this review is conducted by a committee consisting of tenured members of the department and master lecturers and clinical professors followed by the department chair and dean.
 - b. For **senior lecturers and master lecturers**, the annual review is conducted by the chair followed by the dean. In lieu of this annual review, and if not applying for promotion, every six years senior lecturers and master lecturers will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department followed by the chair and dean.
 - c. For **clinical** associate professors and clinical professors, the annual review is conducted by the chair followed by the dean. In lieu of this annual review, and if not applying for promotion, every six years clinical associate professors and clinical professors will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department followed by the chair and dean.
 - d. For **faculty of practice** (any rank) the annual review is conducted by a committee consisting of tenured members of the department followed by the department chair and dean.
2. For lecturers, faculty of practice, and clinical assistant professors and for all nontenure-track faculty undergoing an in-depth sixth-year evaluation, the departmental committee recommends to the chair one of the following actions:
 - a. That the faculty member be offered an additional annual contract.
 - b. That the faculty member not be reappointed, that is, not be offered an additional annual contract.
3. A copy of the committee's recommendation shall be supplied to the faculty member.
4. Considering the written recommendation of this committee (in case section 2.b. above applies), the performance of the faculty member, and the needs of the department, the chair makes a recommendation to the dean concerning reappointment or nonreappointment of each individual nontenure-track faculty member and provides the faculty member with a copy of the recommendation.
5. Considering the recommendations of the departmental committee (in case section 2.b. above applies) and of the chair, as well as the needs of the college, the dean makes a

decision concerning reappointment or nonreappointment of each individual nontenure-track faculty member and notifies each faculty member of this decision. If the decision is not to reappoint the faculty member, the dean provides the faculty member and the provost and vice president for academic affairs with a copy of the decision letter.

- a. If the dean decides not to reappoint a faculty member, the faculty member may request a review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final.
- b. Notice of the dean's decision concerning reappointment or nonreappointment of nontenurable faculty members shall be according to the following schedule:
 1. Not later than March 1 of the first academic year of service.
 2. Not later than December 15 of the second or subsequent academic year of service.