

At the April 2018 meeting of the faculty senate, the executive committee proposed a number of revisions to the annual review policy (403.3) in order to comply with changes to UA Board Policy 405.1. That proposal was referred back to the executive committee, committee on tenure, and faculty governance committee to be brought back fall 2018.

Be it resolved to modify the Annual Review policy (403.3) (approved 4/20/1990, modified by FS\_2017\_4) as follows (underline indicates addition, strikethrough indicates deletion).

## **I. Annual Faculty Review**

### **A. Procedures for Annual Faculty Evaluation**

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4. ~~Peer evaluation;~~ Each academic unit shall establish procedures to provide its faculty the opportunity to participate in the annual review of their peers.

- a. Membership eligibility for annual review committees shall be defined by each academic unit. The composition of these committees should represent the diverse composition of the unit in gender, race, and academic interests when possible.
- b. If a representative committee of faculty from within the unit cannot be formed, then the department chair or equivalent shall form the committee with eligible and representative faculty across the college following approved procedures to develop a pool of eligible faculty from both within and outside UA Little Rock.
- c. The committee shall provide at a minimum a rating of satisfactory/unsatisfactory on teaching, scholarship and creative activity, and service.

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6. Prior to the chairperson's making a recommendation in any year, the following shall occur:

- a. A meeting between the chairperson and faculty member to discuss all issues relating to the review,
- b. The providing to that faculty member a copy of the chairperson's tentative recommendation(s), and
- c. Reasonable opportunity for the faculty member to submit a written response to be forwarded to each subsequent level of review.
- d. If the faculty member receives an unsatisfactory rating in any category (teaching, scholarly and creative activity, or service), the chairperson shall provide a written recommendation for improvement and, when appropriate, a commitment of resources to be part of the subsequent year's annual evaluation.
- e. The faculty member and chairperson shall acknowledge that this meeting has transpired by signature.

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9. Each unit shall establish minimum criteria for satisfactory performance in each category (teaching, scholarly and creative activity, service).

10. The chairperson shall provide at a minimum a rating of satisfactory/unsatisfactory on teaching, scholarly and creative activity, and service.
11. Overall Unsatisfactory Rating and Post-tenure Review
  - a. If the annual review committee (I.A.4) evaluates the individual as unsatisfactory in 2 out of the 3 categories and the chairperson independently evaluates the individual as unsatisfactory in 2 out of the 3 categories, then the matter is referred to the departmental tenure committee who will review the previous three years' materials to assess overall performance.
  - b. If the departmental tenure committee determine the individual is overall unsatisfactory, then post-tenure review (section II) will be initiated.
  - c. An overall satisfactory rating is the logical complement of an overall unsatisfactory rating.