These policies and procedures outline a School process for conducting reviews for all faculty who have received tenure. These policies reflect the guidelines for the Post-Tenure Review Policy as adopted by the School of Freshwater Sciences and the University.

I. Criteria for Post-Tenure Faculty Review

The following criteria – reflecting the School’s overall research, teaching, and service missions – shall be used in the process of post-tenure faculty review. Consistent with School policies for promotion to associate or full professor, research is considered of critical importance because of the University’s role as a research center and the contribution that research makes to effective graduate instruction. It is recognized, however, that at various stages during their careers, tenured faculty may properly emphasize different mixes of research, teaching, and service. The standards under consideration for this process are outlined in the School’s Workload Policy for Faculty and Instructional Academic Staff (Fac. Doc. No. 4) and the Criteria for Faculty Reviews, Promotion, and Tenure (Fac. Doc. No. 5).

A. Tenured faculty shall demonstrate sustained scholarly development, productivity, and achievement in their research. Tenured faculty shall sustain national recognition within the discipline in their field of specialization.

B. Tenured faculty shall make substantial contributions to the overall instructional mission of the School. Assessments on this criterion will be based upon the contribution of the faculty member to the programmatic needs of the School and on the quality of instruction based on peer review of course materials and student evaluations.

C. Tenured faculty shall make substantial contributions to service responsibilities in the School, University, community, and academic profession.

II. Procedures for Conducting Post-Tenure Faculty Review

A. Beginning in Fall of 2017, each tenured member of the School will write a five-year plan in which they present their plan for research, teaching, and service during that period. This plan shall be brief, requiring no more than five pages. This plan may be updated each year.

B. Beginning in the 2017-2018 academic year, all faculty who have been tenured for at least five years will have a post-tenure review. The reviews of all relevant Faculty will be completed over a three-year period, with one-third of the eligible tenured faculty being reviewed each year. Faculty who have not been tenured for at least five years as of the 2017-2018 academic year will receive their first post-tenure review once they have been tenured for five years. Post-tenure review will be conducted in the fall of each academic year.
C. When a faculty member undergoes post-tenure review, they will prepare a brief statement (250-1000 words) summarizing their professional accomplishments during the preceding five years. This statement will be submitted together with the five-year plan and the individual’s current CV for review. Faculty will not be evaluated if they announce an intention to retire within the next three academic years. Any tenured faculty member who receives promotion to full professor will be considered to have had a post-tenure review and will be eligible again after five years in rank as a full professor.

D. To conduct post-tenure review each year, the School Executive Committee Chair will name a three-person subcommittee (comprised of Executive Committee members) to serve as the post-tenure review committee for that academic year. Because the School of Freshwater Sciences may be home to faculty within the natural sciences, engineering, or social sciences, the EC may decide to request advice from tenured faculty within other UWM units to develop the recommendation to ensure the committee has appropriate expertise. The members of this subcommittee will review the materials for all faculty receiving post-tenure review that year and will determine whether each candidate:

   a. meets School standards
   b. fails to meet School standards

A subcommittee member who selects option (b) must include a brief explanation of their negative evaluation. Within 14 days of beginning the review, the subcommittee will submit all evaluations to the Executive Committee. Within 10 days of receiving the evaluations, the Executive Committee will vote on whether each faculty being reviewed meets School standards or fails to meet School standards.

All subsequent steps in the process are governed by the University’s Post-Tenure Review Policy as contained in Faculty Document 3083.