

**Recommendation of the University Committee to Revise *UWM Policies & Procedures*
Chapters 4.05 - Departmental Executive Committee: Functions**

Rationale: revision required by UW System Administrative Policy 1254

CLEAN version

4.05 Departmental Executive Committee: Functions

(2) Review of Faculty

The Departmental Executive Committee shall provide for the periodic review of the performance of every faculty member. These reviews include those for determining annual merit salary increases, contract renewal, tenure and promotion and tenured faculty review. Such reviews shall provide for a faculty member to be heard on his/her own case, if he/she wishes, and for the faculty member to be informed of the outcome of the review.

a) Guidance and Annual Review of Probationary and Joint Probationary Faculty

The Departmental Executive Committee shall establish procedures for the guidance and annual evaluation of each probationary faculty member and for the review of probationary appointments (see 5.15 – 5.16 of these rules). This adheres to UW System Administrative Policy 1254. The Departmental Executive Committee shall ensure that affected probationary faculty members shall be kept informed of any changes in departmental goals or other circumstances that alter the opportunity for promotion to tenure. A written description of these procedures shall be filed with the relevant dean(s). This must include specification of the voting rules of the Departmental Executive Committee. A copy of this description and the Departmental Executive Committee criteria for the granting of tenure shall be provided (in written or electronic form) to each probationary faculty member at the time of his/her appointment.

[...]

b) Tenured Faculty Review

The Departmental Executive Committee shall review all tenured faculty using the criteria and procedures outlined in Faculty Document No. 3083. These tenured faculty reviews are intended as collegial assessments and provide an opportunity for faculty to review progress made on past performance plans and to propose future plans. These reviews shall be conducted on a five year prospective timeline by the Executive Committee of the tenure home department. This adheres to UW System Administrative Policy 1254.

(Editorially Revised, 08/17/2017)

TRACKED version

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