SUBJECT: Peer Review of Tenured Faculty

PURPOSE: The purpose of this Operating Policy/Procedure (OP) is to establish uniform guidelines and procedures for review of tenured faculty, and is derived from HSC OP 60.01, Tenure and Promotion Policy, and HSC OP 60.03, Comprehensive Performance Evaluation of Tenured Faculty, and to comply with Texas Education Code 51.942, as amended or modified.

REVIEW: This section of the handbook shall be reviewed by the Dean February 15 of even numbered years (ENY).

POLICY/PROCEDURE:

1. Background

   In order to foster development of faculty expertise and achievements, improve communication and teamwork, stimulate self-evaluation, and enhance quality improvement, it is important to conduct annual faculty performance reviews by administration, coupled with periodic peer review of tenured faculty. The comprehensive performance evaluation (CPE) by a tenured peer panel is in addition to the annual faculty performance evaluation conducted by administration.

2. Timeframe of Comprehensive Performance Evaluation

   Tenured faculty will be reviewed by a Tenured Panel of Faculty Peers during the faculty member’s sixth year after:

   a. promotion to tenure status;

   b. prior review by a tenured peer panel; or

   c. upon receiving a less than satisfactory rating in the annual review process.

3. Purpose of Comprehensive Performance Evaluation

   The purpose of comprehensive performance evaluation by a peer panel is to provide evaluation and guidance of continuing and meaningful faculty development; to assist faculty to enhance professional skills and goals; to refocus academic and professional efforts, when appropriate, and to support the faculty member in addressing his/her responsibilities to the school and the State of Texas. This is not to be construed as threatening tenure as a concept and practice, but rather to support an appropriate balance of emphasis on teaching, scholarship to include research, clinical service, and academically-related public service.

   The comprehensive performance evaluation is to be based on the professional development of the faculty member and shall include review of the faculty member’s duties and responsibilities in teaching, scholarship, to include research, clinical service, and academically-related public service, and include peer review of the faculty member.

4. Procedure

   a. Faculty who are due for a CPE will be notified by the Dean’s office. Notification will contain documents that will inform and guide faculty through the CPE process.
HSC OP 60.03, which contains this policy, will be the primary policy the faculty utilize for overall concepts and rules that pertain to CPE. Procedure/forms can be found at 20.085 Comprehensive Performance Evaluation of Tenured Faculty.

5. Disciplinary Actions

a. The final report may be used to undertake appropriate disciplinary action if incompetence, neglect of duty, or other good cause is determined to apply.

b. The report may be used for termination in accordance with HSC OP 60.03 (Comprehensive Performance Evaluation of Tenured Faculty). In addition and consistent with Texas law, a faculty member subject to termination on the basis of this report shall be given an opportunity for referral of the matter to external nonbinding alternative dispute resolution as described in Chapter 154, Civil Practice and Remedies Code, as amended or modified, or alternatively, if both parties agree, the matter may be referred to the internal mediation procedure set forth in HSC OP 60.01.

c. Regardless of whether an internal or external dispute resolution process is utilized, a faculty member who is subject to termination under this policy, shall be provided a list of the specific charges levied against him or her.