

## Proposed Revisions on Section on Annual Review

Current Text	Proposed Text
<p><b>ANNUAL PERFORMANCE REVIEW, TENURE PROGRESS REVIEW AND POST-TENURE REVIEW</b></p> <p><b>PURPOSE</b></p> <p>The University of South Carolina's mission as a major teaching and research institution is <i>founded on the teaching, research (including creative activities), and service efforts of a strong and dedicated faculty.</i></p> <p>Affirming its commitment to tenure as essential to its mission, the university supports faculty in reaching their maximum professional development and assuring their full contribution to the academic life of the institution.</p> <p>To further these goals, the university adopts annual performance, tenure progress, and post-tenure review policies to recognize and reward faculty for superior achievement, and to assure that each faculty member's contribution to the university through teaching, research/creative activities, and service is at a satisfactory level of performance.</p> <p><b>DEFINITIONS</b></p> <p>Pursuant to the guidelines of the Commission on Higher Education as noted in Best Practices for a Performance Review and for the purposes of this policy:</p> <p>Superior performance means performance that substantially exceeds the expectations of the unit.</p>	<p><b>A.4 Annual performance review</b></p> <p>The University of South Carolina's mission as a major teaching and research institution is <i>founded on the teaching, research (including creative activities), and service efforts of a strong and dedicated faculty.</i> Affirming its commitment to <u>academic excellence</u> as essential to its mission, the university supports faculty in reaching their maximum professional development and assuring their full contribution to the academic life of the institution.</p> <p>To further these goals, the university adopts annual performance review policies to recognize and reward faculty for superior achievement, and to assure that each faculty member's contribution to the university through teaching, research/creative activities, and service is at a satisfactory level of performance. <b>An annual written performance review is required for all tenure-track and professional-track faculty.</b></p> <ul style="list-style-type: none"> <li>• Annually, each faculty member, including tenured faculty and those in departmental administrative positions, must receive a written review that provides specific evaluative information and an administrative assessment of the faculty member's performance in the categories of teaching, research/creative activities, and service. The review should be sufficiently detailed to aid the faculty member in professional growth and development.</li> <li>• The review on teaching must incorporate student evaluations. Peer evaluations will be included for</li> </ul>

<p>Satisfactory performance means performance that meets the expectations of the unit.</p> <p>Unsatisfactory performance means performance, taken as a whole, which fails to meet relevant unit review standards in teaching, research/creative activities, or service.</p> <p><b>OBLIGATIONS OF EACH TENURING UNIT FOR POLICIES ON ANNUAL PERFORMANCE REVIEW, TENURE PROGRESS REVIEW AND POST-TENURE REVIEW</b></p> <p>Each tenuring unit must adopt standards and procedures, including a published calendar of unit deadlines for:</p> <ol style="list-style-type: none"><li>1. An annual written performance review for all tenure track faculty.</li><li>2. A tenure progress review for all untenured faculty, regardless of rank.</li><li>3. A post-tenure review for all tenured faculty, regardless of rank. A post-tenure review for all tenured faculty in administrative positions by their immediate supervisors. Unit chairs will be evaluated by their immediate supervisors in consultation with their units. Written copies of all annual performance reviews, tenure progress reviews, post-tenure reviews and development plans (see Section 5 of “Outcomes in Annual Performance Review and Post-</li></ol>	<p>teaching faculty, regardless of track or rank.</p> <p>Each academic unit must define its annual performance review procedures, addressing 1) unit schedule for annual performance review, 2) the role of administrative and peer evaluations, and 3) how progress toward unit criteria for promotion and/or tenure is reflected.</p>
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Tenure Review”) will be given to the faculty member who is reviewed and will be permanently retained by the office of the department chair and the office of the dean. Copies of unsatisfactory post-tenure reviews and the associated development plans will also be sent to the provost.

**MINIMUM UNIT STANDARDS  
AND PROCEDURES**

**Annual Performance Reviews of  
Faculty**

1. Annually, each faculty member, including tenured faculty and those in departmental administrative positions, must receive a written review that provides specific evaluative information and an administrative assessment of the faculty member’s performance in the categories of teaching, research/creative activities, and service. The review should be sufficiently detailed to aid the faculty member in professional growth and development.
2. The review on teaching must incorporate student evaluations. Peer evaluations will be included for non-tenured faculty.
3. In each category the process must identify those faculty members whose level of performance is superior.

<p>4. The annual review of faculty in a development plan as defined in Section 5 of “Outcomes in Annual Performance Review and Post-Tenure Review” shall be undertaken with reference to the goals and timetables in the development plan.</p>	
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