## 4.04 Western Carolina University Collegial Review

### A. Overview

Western Carolina University faculty members are responsible for evaluating each other’s contributions to the University, region, and profession and making recommendations to the administration on faculty performance decisions. Western Carolina University has four separate but related faculty evaluation processes: annual faculty evaluation (AFE), reappointment (R), tenure and promotion (T/P) and post-tenure review (PTR). This section explains the purpose of each review, defines each of these processes, and explains the roles and responsibilities of all participants.

### B. Types of Review

1. **Annual faculty evaluation**. The purpose of annual faculty evaluations (AFE) is to provide faculty members with an annual evaluation, which includes written feedback concerning the extent to which they have met the departmental criteria for teaching, service, and scholarly/creative contributions. AFE is based on an annual record of performance.

2. **Reappointment**. The purpose of collegial review in the reappointment process (R) decisions is to indicate whether or not a faculty member is meeting the departmental criteria for teaching, service, and scholarly/creative contributions. Reappointment is based, in significant part, on a cumulative record of performance.

3**. Tenure and promotion**. The purpose of collegial review in the tenure/promotion (T/P) process is to determine whether or not an individual faculty member merits tenure or promotion. Each faculty member presents a dossier describing how he/she has met department criteria for tenure or promotion. Tenure and promotion are based, in significant part, on a cumulative record of performance.

4. **Post-tenure review**. The purpose of post-tenure review (PTR) is to support continuing faculty development, to promote faculty vitality, and to encourage excellence among tenured faculty. Each faculty member presents material for review that includes the four most recent annual faculty evaluation summary statements and the most recent set of directional goals. Evaluation committees, department heads, and deans assess the extent to which tenured faculty members have exceeded, met, or not met the department post-tenure review criteria in the five years since the last TPR/PTR action.