

[See also Title 3, Article 3, Part 3, 3-3-303(5) Performance Evaluation and Title 3.]

### **3-3-801 Implementation of Faculty Evaluation Procedures.**

**3-3-801(1) Comprehensive Review.** A faculty member must receive a comprehensive review in any year upon request. In addition, a faculty member shall be eligible for a comprehensive review in any year upon request.

negotiate three (3) years of credit toward tenure and promotion may request a pre-tenure review in their first year at the University of Northern Colorado. [See Section 2-3-801 (1) Definitions.]

(b) Tenure Review [See Section 2-3-801(2)(c).]

(c) Post-Tenure Review.

(I) Guidelines. Every tenured faculty member must have a comprehensive review at least once every six (6) years. If a faculty member requests a comprehensive review (for promotion, or any other reason) this will establish a new six-year (6) review cycle.

(II) Procedures. Post-tenure review procedures are described in this Board Policy Manual 1-1-307 Faculty Evaluation and 2-3-801 Faculty Evaluation.

(III) Evaluation Period and Dossier. The dossier for post-tenure review should include only activities accomplished since the last comprehensive review. If hired with tenure, the dossier should include activities since time of hire.

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have two years to achieve a satisfactory evaluation. Failure to do so will constitute grounds for disciplinary action. [See 1-1- 310 and 2-3-5 title 2-9r34.1 (d)-1 (h)-1 (w)3 0 T-2 (ct)7 (ip]TJ0u-7 ( )ip]TJ0o)-1 (oTc 0 Tw 3.16 0

(e) Evaluation Outcomes. Faculty are evaluated in each applicable performance area and their contributions in each area may vary according to assigned workload. A faculty member's performance will be evaluated and scored on a five (5) point scale. See 2-3-801(4)(a)(XI). Each faculty member will receive an overall evaluation based on the scores in each of the areas as described in 2-3-801(4)(a)(XI).

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(V) Tenured Full Professors. Tenured Full Professors must complete, at a minimum, a triennial review once every three years. They may request an annual/biennial review in any year. When the annual/biennial/triennial review coincides with a comprehensive review, materials must be organized so that an annual/biennial/triennial review can also be completed.

(VI) Tenured faculty may opt out of an annual review for the 2020 review period or opt out of a biennial review for the 2019-2020 review period. Faculty who do so shall either complete an annual review for the 2021 review period or a biennial review for the 2021-2022 review period. A tenured faculty member who opts out of an annual/biennial review under this subsection (VI) does not modify the timing of their next comprehensive review, which comprehensive review will include an evaluation of activities that occurred during the opt-out years.

**3-3-801(3) Calendar for Faculty Evaluation.** Colleges will establish calendars for the review of evaluation materials as described in the Board Policy Manual 1-1-307 Faculty Evaluation, and 2-3-801. Faculty Evaluation.

(a) Reappointment Recommendations for Tenure-Track Faculty. [ See Board Policy Manual 2-3- 202(3).]

(b) Reappointment upon Denial of Tenure. Faculty members who do not receive tenure in year six (6) will be given a contract in year (7), for their final year.

(c) Contract-Renewable Faculty Member Position Notification. Decisions to offer a subsequent contract-renewable agreement should be communicated to the faculty member by April 1.

**3-3-802 Confidentiality and Professional Ethics.** Except as otherwise authorized under the terms and provisions of this procedure, or when used to administer the affairs of the University, or to comply with the law, all information reviewed, evaluation data collected, committee deliberations, decisions, and other materials generated during the course of evaluations conducted in accordance with this procedure shall be maintained as confidential.

## **Policy History**

### **3-3-801 IMPLEMENTATION OF FACULTY EVALUATION PROCEDURES.**

Subsection 3-3-801(2)(b)(c)(III)(f)(V) amended (Jun 2021)

Subsection 3-3-801(2)(f)(IV) Tenured Faculty amended (Feb 2021)

Subsection 3-3-801(2)(b)(c)(I)(II)(e)(f)(I)(II)(III)(IV) amended (May 2017)

Subsection 3-3-801(3)(a)(b)(c) amended (May 2017)

Subsection 3-3-801(1)(2)(3) amended (Jun 2016)

Subsection 3-3-801(1)(2)(3) amended (Dec 2014)

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