

MEMORANDUM

TO: Bill Frederick, Chair, Agenda Committee
FROM: Bill Bruening, Chair, Faculty Affairs Committee
DATE: 22 February 1983
SUBJECT: Document for Information Only

axb

Please place the attached document on the agenda for the next Senate as an item "For Information Only." There was no formal vote taken on the document, since the form and the policy are those of the administration.

jgh

Enclosure

REAPPOINTMENT RECOMMENDATION

NAME: _____

RANK: _____

TENURE STATUS: Decision to be made _____

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

Initial to acknowledge receiving a copy Department/Div. Chairperson Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Dean Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Vice Chancellor and
Dean of the Faculty Date

_____ Recommended for reappointment for _____

_____ Not recommended for reappointment for _____

Comments: _____

_____ Chancellor Date

During the period of probationary employment faculty members shall receive annual written reviews of professional performance conducted customarily by the principal administrative officers of the department, school, division and/or unit recommending annual reappointment. The annual reviews are intended to provide the faculty member with an assessment of his/her performance in terms of the unit's/university's criteria for tenure and promotion. Subject to the occasional need to protect confidentiality, it is the responsibility of the officers making reappointment recommendations to provide all available relevant assessments (both positive and negative) of the individual's performance in written form to the candidate and to the next higher officer responsible for reappointment recommendations. The most recent written annual evaluations must accompany the FWC-VC/DF form, Recommendation for Reappointment. The Recommendation for Reappointment form should be completed by the chairperson who shall provide a copy and request an acknowledgement of the recommendation from the faculty member prior to forwarding the recommendation to the next higher officer responsible for reappointment recommendations. A copy of the complete recommendation will be sent to the faculty member by the Chancellor.