

## **FACULTY PERFORMANCE IMPROVEMENT PLAN (PIP) GUIDELINES FOR POST-TENURE REVIEW**

### 1. Process:

- a. Utilized in the following circumstances:
  - i. A tenured faculty member who receives the rating “Does not Meet Expectations” in the Post-Tenure Review process must have a PIP.
  
- b. Sequence:
  - i. The faculty member shall work with the Unit Head to draft the PIP.
  - ii. The Unit Head shares final copy of PIP for signature.
  - iii. The Dean, in consultation with the Unit Head, must review and approve the PIP and forward a copy to the Provost
  - iv. When the Unit Head and faculty are unable to agree on elements of the PIP, Dean makes determination and submits PIP to Provost or designee.
  - v. The faculty member may appeal the contents of a PIP to the Provost. The appeal must be submitted within seven calendar days of receiving the approved PIP
  - vi. Final PIP is approved by Provost or designee and is attached to the record of the Post-Tenure Review.
  - vii. The Unit Head meets with faculty member periodically to review progress on goals contained in PIP.
  - viii. Faculty member is responsible for accomplishing the goals outlined in the PIP, not to exceed 12 months.
  - ix. Each faculty member who does not meet the requirements of a PIP that resulted from the Post-Tenure Review process shall receive a notice of proposed termination from the Provost.

### 2. Required Elements:

- a. Focused on one or more areas of faculty member’s assignment of responsibility.
- b. Includes specific performance goals and/or milestones.
- c. Includes specific timetables for accomplishing those goals, not to exceed 12 months.
- d. Includes specific resources (educational experiences, assignment to a mentor, observing an outstanding professor, etc.) to assist faculty member in meeting goals.

*Sources: BOG Regulation 10.003, Post-Tenure Faculty Review; FAU-5.002, Faculty Evaluations*