

**DEPARTMENT OF STATISTICS  
POST-TENURE REVIEW POLICY  
September 15, 2023**

Every five years, each faculty member with tenure in the Department of Statistics must undergo a review, known as the Post Tenure Review (PTR), following the standards and protocols set forth by the Department. This document gives the written guidelines and procedures governing the PTR of each tenured faculty member in the Department of Statistics. These guidelines and procedures adhere to the policies outlined by the University System of Georgia and the University of Georgia (see [1.06-4 Post Tenure Review](#)), as well as any relevant policies at the college/school level.

## **1. Purpose**

The purpose of PTR is to foster the growth and improvement of tenured faculty members within the Department of Statistics. This evaluation process is distinct from any attempts to compare or rank faculty members, and holds no relevance in determining merit-based salary increases. The latter function is fulfilled through Annual Performance Evaluations. The primary goal of PTR is to assess whether faculty members who have attained tenure status continue to make valuable contributions aligned with the Department of Statistics' mission. This mission encompasses a broad notion of scholarly endeavors with respect to research, teaching, and service. The awarding of tenure to a faculty member signifies a profound trust in their judgment and dedication to scholarship. Consequently, the expectation for any tenured faculty member is an ongoing, sincere commitment to sustained dedicated efforts.

## **2. Criteria**

Tenured faculty members are expected to record their ongoing contributions to advancing the department's mission through teaching, research, and service, including activities that promote student success. The review should cover the faculty's achievements in teaching, research, and service, including activities supporting student success across the areas of effort. Criteria for excellence in teaching, research, and service are determined by those contained in the Annual Performance Evaluation Policy of the Department of Statistics. The review will be conducted impartially, devoid of bias due to factors like race, religion, gender, nationality, sexual orientation, ethnicity, age, disability, political affiliation, or veteran status.

## **3. Academic Freedom**

Tenure ensures each tenured faculty member's accepted standards of academic freedom in teaching, writing, and service without unwarranted pressure. Post-tenure review must not infringe on scholarly exploration or discourage any novel or unconventional lines of inquiry in research, teaching, and service.

## **4. Procedures**

- A. Reviews occur every five years post-tenure/promotion, except for interruptions such as:
- Leave: Review upon return

- Promotion to higher rank: Clock reset
- Academic leadership role: Review as per UGA Policy Manual 1.16 (Review of Administrators while serving in that role)
- Early post-tenure review election: Review sooner
  - ◆ Tenured faculty can voluntarily opt for an early post-tenure review for timely feedback, diverging from the regular 5-year cycle. Early reviews evaluate progress since last tenure or post-tenure review. Success advances the next PTR by 5 years; failure maintains the original 5-year PTR date.
- Corrective post-tenure review: Review sooner
  - ◆ A faculty member with two consecutive "Does Not Meet Expectations" or "Needs Improvement" (1 or 2) evaluation ratings in teaching, research, scholarship or service, will undergo corrective post-tenure review. The evaluation ratings need not be in the same area of effort. This review precedes the regular five-year review. A successful corrective review resets the post-tenure clock; an unsuccessful one follows the Performance Improvement Plan described in Annual Performance Evaluation Policy; see Appendix A.

#### B. PTR can be merged with other reviews

Apart from the list in Section 4A, documentation for post-tenure reviews can be merged with other reviews including (but not limited to) special professorships (e.g., Regents Professorship, University Professorship, Distinguished Research Professorship, Creative Research Medal), major teaching awards (e.g., Josiah Meigs Award for Excellence in Teaching, General Sandy Beaver Teaching Professorship), national professional honors (e.g., ASA or IMS or other Fellowships) or other prestigious national awards. If combined, the Post-Tenure Review Committee might ask for extra faculty documentation meeting departmental criteria for the PTR.

### 5. Documentation for PTR

If a faculty member receives “meets expectations or above” in Annual Performance Evaluations for five consecutive years, the compiled annual performance evaluations suffice as their PTR materials; extra materials can be added, aligning with the PTR policies.

In general, review documentation shall include

- Review of qualitative and quantitative evidence from the past five years.
- Teaching evaluations, research publications, service, including activities that promote student success across the areas of effort.
- Minimum evidence: recent annual reviews, current CV; faculty's summary of achievements, future plans (up to two pages).
- Any contributions to department, university, interdisciplinary programs, profession etc.
- For unsuccessful corrective review, include relevant documentation, committee report, faculty response.

### 6. Review Committee, Report, and follow up

Each year, the Department Head will provide the Personnel Committee (PC) with a list of tenured faculty members slated for the PTR. Subsequently, the PC Chair will instruct each reviewee to assemble a PTR committee, comprised of three tenured faculty members, excluding both the reviewee and the Department Head. PTR committees for tenured professors will comprise three tenured professors, while for tenured associate professors, a minimum of two tenured professors is

required. The PC Chair will not participate in the evaluation but will oversee the prompt completion of the review process and the submission of the PTR report to the Department Head. However, if the reviewee chooses the PC Chair as a PTR committee member, then another member of the PC will oversee the prompt completion of the review process and the submission of the PTR report to the Department Head, but that PC member will not participate in the evaluation.

The PTR committee will provide the reviewee with a succinct written evaluation report, along with an evaluation rating, "meets expectations" or "does not meet expectations," determined by the majority committee vote. In cases where the faculty member's performance does not meet expectations, the committee will supply a constructive report delineating the specific areas of concern, accompanied by recommendations for improvement of the faculty member's performance.

The Department Head will meet with the faculty member within 10 working days of receiving the post-tenure review committee's report. Within 5 working days of the meeting, the Department Head must send a letter to the reviewee documenting the review's findings, including the PTR committee's report. This letter should outline next steps, due process rights, and potential consequences if remediation isn't successful. The faculty member has 10 working days to provide a written response to both the committee's report and the unit head's letter.

Copies of the summary, letter, and faculty member's response are placed in the faculty member's personnel file. However, the Department Head is not required to directly respond to the faculty member's rebuttal.

Positive PTR outcomes should lead to recognition or rewards, such as formal acknowledgment, merit-based pay, promotion, and educational opportunities, for faculty members performing exceptionally.

## **7. Accountability**

The Department Head will keep on file the current Department of Statistics procedures for PTR and will maintain a record of reviews completed, including the names of all reviewees. At the end of each academic year, the Dean of Franklin College will receive a report from the Department Head listing the names of Statistics faculty reviewed that year and summarizing the outcomes of those reviews.

## **8. Performance Improvement Plan**

In the case of an unsatisfactory post-tenure review outcome, a Performance Improvement Plan (PIP) will be created through collaboration between the Department Head, Dean, faculty member, and the PTR Committee. This plan must receive Dean's approval and be submitted to the Office of Faculty Affairs. The purpose and the goals of PIP are described in Section V of [1.06-4 Post Tenure Review](#).

## **9. Due Process following Unsuccessful PTR**

See details in Section VI of [1.06-4 Post Tenure Review](#).