

Pre-Tenure Review Process Proposal- Effective for anyone beginning their appointment after August 1st, 2026

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Departmental observation completed (each teaching term) Departmental review committee formed (by end of Fall semester) Annual Assessment form completed by candidate and dep. Chair (May)	Departmental review committee observation completed (each teaching term) Annual Assessment form completed by candidate and dept Chair (May)	<u>Pre-Tenure Review</u> Step 1: Candidates submit the following: • CV • 15 page (max) case-making statement • Supporting Evidence • Downloaded IDEA report for qualitative and quantitative data • IDEA data spreadsheet with themes/trends • Pre-tenure paid leave proposal Chairs submit: • Department Letter (share with candidate before materials deadline) • Assess tenure progress • PTPL support letter • Review of service outside the department, if applicable (letter/s solicited by chair) Step 2: FRC reviews materials, and meets with the candidate to assess the body of work. Step 3: FRC writes letter with Outcome Labels: 1. Satisfactory Progress 2. Significant Concerns 3. Non-renewal (appealable) Step 4: The candidate, Department Chair, FRC representative attend a debrief meeting. Step 5: • Satisfactory Progress (1): Provost offers an annually-renewable probationary contract until tenure review year • Significant Concerns (2): <i>Professional Development Plan (PDP)</i> initiated with Department Chair; outlines goals, resources, and a timeline for improvement. Provost offers 1-year contract renewals based on annual reviews and meeting PDP goals. • Non-Renewal (3): offered a one-year terminal contract, at discretion of the Provost.	Departmental review committee observation completed (each teaching term) Annual Assessment form* completed by candidate and dept. Chair (May) *Chairs should include candidate's progress on the <i>PDP</i> if they were labeled category 2 during the pre-tenure review	Departmental review committee observation completed (each teaching term) Chair solicits a survey of students and alumni (Spring at latest) Annual Assessment form* completed by candidate and dept. Chair (May) *Chairs should include candidate's progress on the <i>PDP</i> if they were labeled category 2 during the pre-tenure review	<u>Tenure Review</u> Step 1: Candidates submit the following: • CV • 15 page (max) case-making statement • Supporting Evidence • Downloaded IDEA report for qualitative and quantitative data • IDEA data spreadsheet with themes/trends Chairs submit: • Department Letter • Outside review of professional activity and external service (up to 3 letters solicited by chair) • Review of Augustana service (letter/s solicited by chair) Step 2: FRC reviews materials and meets with candidate and department chair for interview (as is current practice) Outcomes: 1. Tenure 2. No Tenure