

New Tenure & Promotion Review Guidelines: FAQs

Final Version 2026

In April of 2026, Augustana College faculty approved new tenure and promotion review processes, fundamentally shifting from two pre-tenure reviews in years 2 and 4 to a single pre-tenure review in year 3. The timing of the tenure review in year 6 remains unchanged. Additionally, we shifted the process of promotion from Associate to Full Professor from an opt-out to an opt-in process, allowing for more flexibility in decision-making about when to apply for promotion. The following questions and answers provide guidance for faculty as they navigate this adjustment.

Do pre-tenure faculty still get adequate mentoring?

- Yes, the Department Chair, tenured faculty in the department (or the candidate's tenure review committee in the cases of departments with fewer tenured faculty) are responsible for mentoring pre-tenure faculty members as outlined in the [Department Chairs Handbook](#)
 - If candidates perceive they are not receiving adequate mentoring in their department, they should meet with their Division Dean
 - Faculty are also welcome to seek mentors outside the department or the College for additional mentorship
- FRC members serve an assessment role, not a mentoring role. These new tenure and promotion processes are consistent with the Department Chairs Handbook that specifies when and how departmental mentorship should take place as part of the pre-tenure review process, including the standardized annual department reviews
- Clear outcome labels from the pre-tenure review, including a professional development plan when necessary, will better identify areas for mentoring
- Additional professional/pedagogical development opportunities through [CELTS](#) and other Augustana offices are available to all faculty members. Note that the CELTS Director cannot play an evaluative role in faculty reviews
- Pre-tenure faculty are responsible for clarifying any questions with their Department Chair or FRC Representative. Division Deans are an additional resource for questions

What IDEA information do chairs need to submit, and what IDEA information do candidates need to submit?

- For pre-tenure and non-promotion reviews, IDEA information is required for all courses taught since the last review. For tenure and promotion reviews, IDEA information is required from all courses taught at the candidate's current rank.

- Department Chairs will provide a list of all courses taught by the faculty member in the candidate's review folder.
- Faculty candidates under review will submit:
 - IDEA reports with quantitative and qualitative data for every course taught in supporting evidence files
 - IDEA data spreadsheet in their supporting evidence files that discusses themes/trends in the teaching portion of their case-making statement. A template is provided by FRC in the faculty review preparation documents

When will the Pre-Tenure Paid Leave (PTPL) happen?

- PTPL will occur in the academic year following a successful pre-tenure review (Outcome Label 1 or 2); candidates submit their PTPL proposal as part of their pre-tenure review materials
- For candidates on a traditional 6-year tenure clock, the pre-tenure review occurs in the fall of the 3rd year. PTPL will occur in the 4th year
- For candidates on a shortened clock (time towards tenure), the pre-tenure review occurs at the mid-point and the PTPL will occur the next academic year

Which faculty are on the 3 and Tenure review process?

- Only faculty hired after July 1st, 2026, will begin the tenure track on this model.

What is the Professional Development Plan and how does it work?

- The purpose of the Professional Development Plan (PDP) is to establish clear, actionable goals for improvement toward meeting tenure criteria
- Candidates who receive Outcome Label 2: *Significant Concerns* will receive a PDP created by the Department Chair
- The PDP will incorporate areas for improvement identified in the FRC letter and post-review debrief. It will include demonstrable steps for the candidate to show progress in the areas of concern
 - A copy will be sent to academicaffairs@augustana.edu to be included in the faculty member's personnel file
- The Department Chair will meet with the faculty candidate regularly to discuss progress in these areas, and will share updates with the candidate's tenure review committee before the next annual assessment
 - The Chair will specify areas of progress and concern in the candidate's annual assessments and the departmental letter for the tenure review. These documents will also be added to the faculty member's personnel file

- If a candidate is concerned that they are not being fairly assessed by the Chair, they should bring those concerns to their Division Dean

What happens if the candidate does not make adequate progress on the PDP?

- Failure to make progress on the goals and action steps outlined in the PDP could result in a non-renewal (this clarifies the non-renewal recommendation in the Handbook 3.6.2.4)
- All PDP annual assessments will be reviewed by the Provost
- Any non-renewals are processed by the Provost based on documentation and conversation with the department/program Chair and the candidate

Post-Tenure Review and Promotion FAQs

Why does the faculty member need to opt in to review for promotion?

- Previously, candidates were automatically reviewed for promotion in the 8th year at rank and every two years thereafter unless they opted out. The subtle change allows candidates to better control the trajectory and intensity of their career; they get to decide the cadence of how responsibilities impact their career, helping to prevent bias and choose the best time to apply for promotion
- Avoids repeated non-promotion decisions for candidates who are not ready for promotion

Which post-tenure reviews will be materials-only and which will be in person?

- All reviews for promotion to Full Professor will be in person
- The first 4th-year post-tenure review will now be materials only
- Candidates who do not opt in for promotion to Full Professor will be reviewed every four years, with every second review in person
- Full Professors will continue to have a review every five years and retain the option of materials only

What do the review outcomes mean for tenured faculty?

- Outcomes at the first post-tenure review should prompt conversation between the faculty member, their Chair, and their Department Promotion Committee about how to prepare for promotion review
- Outcomes for Full Professors are meant to prompt conversation between faculty members and their Chairs about potential areas for growth and engagement

When can the faculty member next opt in for promotion review after previously opting out of review for promotion?

- Two years later, as is current practice

How is the outside review of a pretenure or promotion candidate conducted?

- Please see the documents **TENURE AND PROMOTION EXTERNAL SCHOLARLY REVIEW REQUEST** and **CRITERIA FOR EXTERNAL REVIEWERS: SCHOLARLY/CREATIVE WORK**