**WEST VIRGINIA STATE UNIVERSITY BOARD OF GOVERNORS**

**West Virginia State University**

**BOG Policy #//**

**TITLE: Post-Tenure Review of Faculty**

**January 5, 2018**

**Section 1. General**

1.1  Scope: This policy establishes guidelines and procedures related to a post-tenure review process of all tenured faculty to include, but not be limited to, all current tenured faculty and any future tenured faculty.

1.2  Authority: West Virginia Code § 18B-1-6, § 18B-8-7

1.3  Adopted:

1.4  Effective:

**Section 2. Post-Tenure Review Procedures**

2.1   Pursuant to West Virginia Code § 18B-8-7, any rules adopted by a governing board related to faculty preempts any conflicting rule adopted by the West Virginia Higher Education Policy Commission. Therefore, the West Virginia State University Board of Governors adopts this policy to ensure a post-tenure review (PTR) is conducted on all tenured faculty to include, but not be limited to, all current tenured faculty and any future tenured faculty.

2.2   Post Tenure Review is intended to ensure consistent and continued faculty productivity. It considers the professional quality with which faculty members discharge the academic duties associated with their positions. The West Virginia State University Board of Governors has an ethical responsibility to the students of the university, as well as a fiscal responsibility to the community that the university serves, to promote and ensure faculty productivity and excellence. Faculty at West Virginia State University are expected to contribute to the mission and goals of the university through a combination of teaching, research/scholarly activity, and/or service.

2.3 The Board of Governors, consistent with West Virginia Code, hereby establishes the following procedures to be implemented immediately upon adoption by the West Virginia State University Board of Governors:

2.3.1 During the faculty member’s annual review, should the chair or dean determine the faculty member’s overall performance to be unsatisfactory in terms of teaching, research/scholarly activity, and service, the Provost shall, in collaboration with the Chair of the Faculty Senate and the dean of the faculty member’s college, establish a Post Tenure Review Committee (PTRC) for the purpose of reviewing the circumstances surrounding poor faculty performance. While recognizing that faculty, especially tenured faculty in leadership positions within the university, can contribute to the goals and mission of the university in diverse ways, the historical and central goal of West Virginia State University is to provide the highest level of education available to the students which the university serves. As such, serious deficiencies in teaching, which lie at the heart of the university’s mission, can in and of themselves, also be considered to constitute unsatisfactory overall performance.

2.3.1.1 Upon the establishment of the PTRC, the faculty member must provide , within twenty-one (21) calendar days, a written document to the PTRC, which addresses the specific areas of overall faculty performance found to be unsatisfactory.

2.3.1.2 Upon receipt of the written faculty explanation concerning unsatisfactory overall performance, the PTRC must schedule a hearing with the faculty member in question, to review the charge of unsatisfactory performance. This hearing is to be conducted no later than April 1 of the current academic year. The Chair of the PTRC will provide a summary of the Committee’s findings to the Provost.

2.3.1.3 As a result of this process, the Provost may direct the PTRC to develop an improvement plan for the faculty member in question. The improvement plan will be drafted by the Post Tenure Review Committee, in consultation with the faculty member, which will be subject to approval by the Provost. The performance plan must include performance goals to raise the performance in the deficient areas(s), strategies for attaining the goals, any resources needed to achieve the goals specified in the plan, specific measures by which the goals are to be assessed, and a timeline for the completion of goals included in the improvement plan. The approved faculty performance plan for the coming academic year should be in place no later than July 1.

2.3.1.4 The timeline for completion of goals included in the improvement plan shall be determined by the Post Tenure Review Committee, with the approval of the Provost. The timeline can vary dependent upon the area of improvement, and the circumstances surrounding the unsatisfactory faculty performance at the discretion of the Post Tenure Review Committee. Improvement timelines for unsatisfactory teaching, which is central to the goal of the university, and for unsatisfactory service, which can be improved immediately, are not to exceed one (1) academic year. Improvement timelines for unsatisfactory performance in research/scholarly activity, which may take longer to correct, or to be properly evaluated, shall not exceed two (2) academic years. Faculty performance improvement plans shall begin the next academic year after the academic year in which the improvement plan is developed. Any resources needed to meet the requirements within the improvement plan shall be specified in the plan, but should not exceed any resources that would have been necessary to achieve a performance ranking of satisfactory initially.

2.3.1.5 If the chair or dean determines a faculty member’s overall performance to be unsatisfactory in an annual review that falls within the timeline of the improvement plan, such determination does not initiate an additional improvement plan, but also does not extend the timeline of the improvement plan in place to address faculty performance.

2.3.2   If, at the conclusion of the timeline for the improvement plan, the Post Tenure Review Committee determines the faculty member’s performance is still less than satisfactory, the Provost, upon review, may initiate sanctions to include, but not be limited to, termination of employment of the faculty member. In the event that the faculty member’s employment is terminated, ~~then~~ a one-year terminal contract will be extended to the faculty member.

2.3.3   The Provost is to develop a form that is to be utilized for the faculty to utilize should the need arise to develop an improvement plan and will be listed within the Faculty Handbook. The Faculty Handbook is to be amended as soon as practical following the adoption of this policy to comply with the provisions provided herein.

**Section 3. Appeals**

3.1 Upon notification of unsatisfactory performance by the Dean of the College, and upon establishment of the Post Tenure Review Committee, the faculty may file a grievance with the Faculty Grievance Committee as specified in **Appendix C: WV Code§29-6-C Grievance Procedure for State Employees** of the Faculty Handbook.

3.2 The faculty member may appeal the judgement and/or the sanctions of the Post Tenure Review Committee to the President. The President’s decision is final.