Proposed amendment to annual review description in the Faculty Manual

**Rationale:** In the current senate-approved annual review procedures, it was indicated who CAN request intensive reviews: the faculty member. It was not indicated who cannot decide that a faculty member undergo an intensive review: unit leaders. This omission was an oversight and should be updated to correctly reflect the original intent of the new annual review process.

**Proposed change to the faculty manual:**

Additions are in green and deletions denoted with a strikethrough:

Page 44: If a faculty member receives an annual review rating of less than satisfactory, all subsequent annual reviews will be comprehensive or intensive until a rating of satisfactory or better is achieved. It is within the authority of the chair or dean to recommend an intensive review, but it is the faculty member’s purview to choose between an intensive or comprehensive review.

Page 96: Faculty eligible for promotion are strongly encouraged to request an intensive review, in lieu of a comprehensive or abridged review, every four (4) to six (6) years to help prepare materials for promotion. Notice of the request to undergo an intensive review by the faculty member must be communicated to the chair by a due date set by the chair and communicated to the faculty by the due date set by the chair. It is within the authority of the chair or dean to recommend an intensive review, but it is the faculty member’s purview to choose between an intensive or comprehensive review.