Department of Sociology

TENURED FACULTY REVIEW

Following University Policy and Procedures, each tenured faculty member will be reviewed every fifth year following the granting of tenure to determine if he/she is meeting the professional standards as outlined in University of Utah Policy and Procedures. University Policy and Procedures (No. 8-3; Rev. 4) state:

In order to carry out the above responsibilities more effectively, it shall be the duty of the department chairperson to administer a review of the work of each tenured faculty member of the department every five years. Such procedures shall involve a faculty review committee. Procedures for such a review process shall be formulated by the chairperson, in consultation with the department faculty, and submitted to the dean of the college and to the vice president for academic affairs for approval. Any revision of these procedures will be subject to similar approval. If, as a result of the review procedure, the person under review is deemed not to be meeting the minimum standards required of a tenured member of his/her department, the chairperson, together with a review committee, shall consult with the faculty member in question and develop strategies for improvement of his/her performance.

The purpose of tenured faculty reviews thus is to encourage the professional development of individual faculty members and promote the overall effectiveness of the department. Tenured faculty reviews (TFRs) will be concerned with the areas of teaching, scholarly productivity, and service. Although the criteria relative to each of these may be similar to those used in retention, tenure, and promotion considerations, the TFR is guided by the university policy above and fulfillment of the following standards:

Scholarship

Sustained scholarship of sufficient quality and quantity is crucial. Evidence of scholarly productivity includes:

* Publication of a book or books. Said book may include a monograph type work intended for a narrow scholarly audience, or may include a textbook, provided the text synthesizes and/or adds broader concepts, rather than simply summarizing other theories or research findings. Further, the book may be one intended for the popular press, so long as it includes scholarly analysis from the perspective of sociology per se, or from an interdisciplinary perspective which includes sociological work.

* Publication of research in refereed journal articles and other recognized and visible forms such as book chapters and edited volumes.

* Applications for grants or other external funding.

* Presentation of work in refereed sessions at scholarly conferences.
Teaching

Effective teaching is also crucial. The following criteria will be considered in evaluating teaching:

* Effective dissemination of knowledge. The transmission of information and ideas requires both skill and the ability to maintain an appropriate level of interest in the classroom.

* Currency in teaching areas. Considered here will be the utilization of current research, developments and ideas in classes.

* Innovation and flexibility. Development and use of non-traditional approaches to teaching, as well as the ability to use a number of instructional modalities will be considered here. Also included is the openness to ideas outside one's narrow focus of interest; the development of interdisciplinary courses could be seen as an example of this.

* Concern for the well-being of students and the acquisition of knowledge by them.

* Effective in creating and developing both the desire and the ability in students to continue intellectual growth after their formal education is completed.

Service

This criterion includes service to the University, the profession, or the general public. Evidence of such service would include administrative or supervisory work, service on committees and university bodies, professional education in the community, special work with professional and scholarly organizations or with scholarly publications, membership on or service to governmental or public council boards and agencies, or other form as of academic, professional and public service.

Tenured faculty reviews will be conducted according to the following procedures:

1. The review committee will be composed of two tenured faculty members, one chosen by the faculty member being reviewed (the Reviewee) and one chosen by the Executive Committee.

2. The review committee will be selected during January so that the (Department) Chairperson can hold a meeting with each reviewee and his/her review committee no

---

1 The Department Chairperson shall also be reviewed every five years following date of hire (assuming he/she was hired with tenure). In the case of the Department Chairperson being reviewed, and only for purposes of that review, the Executive Committee Chair shall serve the function performed by the Department Chair in other reviews. Thus, in the case of the Department Chair being reviewed, references in this document to the Department "Chairperson" shall be read as "Executive Committee Chair".

2/19/97 - 2 -
later than February 1st. The purpose of this meeting is to establish review procedures and schedules and to ensure that the Chairperson, Reviewee, and review committee have the opportunity to discuss fully the review process and exchange ideas and information relative to review procedures.

3. Following their meeting with the chairperson, the Reviewee and his/her review committee will proceed according to schedule determined at their meeting with the Chairperson. The Reviewee will have the opportunity to respond in writing to the committee’s report prior to its submission to the Chairperson.

4. By April 1st, a written report on the review will be submitted to the Chairperson. It will include recommendations and plans to facilitate achievement of the Reviewee’s career goals. The Chairperson will meet with each Reviewee to discuss the committee’s report and the chairperson’s assessment of and comments on the report. The Reviewee will be given the opportunity to respond in writing to the comments and assessments of the Chairperson.

5. The Chairperson will forward to the college by May 1st each Reviewee’s curriculum vitae, review committee report, the Chairperson’s assessment of the committee’s report, and comments by the Reviewee, if any are made. A copy of material forwarded to the college will become part of the Reviewee’s departmental file.