

University of Utah Department of Special Education
Tenured Faculty Review Statement

Approved by Tenure-line Faculty of the Department of Special Education: April 19, 2019

Approved by Dean: July 16, 2019

Approved by the Senate Faculty Review Standards Committee: November 19, 2019

Approved by the Sr. Vice President: March 8, 2020

I. Preamble:

The purpose of a Tenured Faculty Review (TFR) is to assist faculty members in their careers and to enhance each member's contribution to the Department and the University. To that end, we recognize the need for a regular process for assessing and promoting the development and goals of each tenured faculty member. We understand this process to be part of our collegial responsibility and our collective endeavor to enhance our scholarly standing and profile.

Reviews are conducted in accord with the requirements of University Policy 6-321 (Tenured Faculty Reviews), Utah Board of Regents Policy R481 (Post-Tenure Review), and this approved TFR Statement, in conjunction with University Guidelines approved by the Senate Faculty Review Standards Committee and cognizant Senior Vice President.

II. Procedure:

- (a) Reviews will be conducted in the Spring Semester.
- (b) Reviews will be conducted by a TFR Committee.
- (c) TFR Committee Composition:

Per University Policy, all *tenured* faculty of the Department, except for the Department Chairperson, Dean, faculty members holding higher level University administrative positions, and those under review, are eligible to serve on the TFR Committee.

The main TFR Committee will consist of all tenured faculty members at or above the rank of the reviewed faculty member. For a given year, a smaller subcommittee of three members approved by the main Committee may be assigned to prepare a draft report.

The Committee shall elect its chair and allocate duties as it deems appropriate.

III. Criteria and Standards:

- (a) The review shall result in a determination of whether the reviewed faculty member is *meeting the standards for a tenured member in the department*.
- (b) Areas considered in TFR are (a) quality of performance as a scholar and researcher; (b) quality of performance as a teacher; and (c) quality of service to the University, College, and profession.
- (c) In order to make meaningful and sustained contributions in one's role as a tenured faculty member in the unit, one must:
 - (1) Contribute to the development and dissemination of new knowledge through sustained publication of research results and by maintaining a sustainable research program, which includes the following:
 - A clear programmatic focus of scholarship
 - A balance between independent and collaborative scholarship that demonstrates the faculty member's ability to serve as lead or solo author on published work
 - Demonstration of the faculty member's ability to be published in nationally recognized scholarly journals
 - The Department's expectations for the number of publications will remain consistent with the expectations of its national peers. As of July 2020, those standards anticipate that a faculty member will have an average of 1.3 publications for each year since the last review, although there is no expectation of a particular number each year. The majority of the faculty member's works must be published, or accepted for publication, in national refereed journals. The remaining publications can include additional publications in national refereed journals, books, book chapters, refereed and funded research or teaching and training grants, refereed and funded state personnel preparation grants, technological products disseminated by a national publisher, and invited or refereed/reviewed commentaries in national publications.
 - An active presence at national or international conferences (for example, an average of at least one refereed presentation per year at national or international conferences, or the equivalent)
 - (2) Make sustained contributions in the areas of course instruction, curriculum/program development, and student advising and mentoring, which includes the following:

- Course Instruction:
 - o Carrying a course load as assigned by the department chair
 - o Student course evaluations that demonstrate effectiveness in teaching
 - o Evidence in the personal statement that the faculty member has reviewed course evaluations and made changes based on relevant student comments during course revisions or development, as appropriate
- Examples of Curriculum/Program Development, such as:
 - o the development of new programs
 - o the development and teaching of new courses, and/or significant revisions to existing courses
 - o publication of teaching materials
 - o innovative use of instructional technology or pedagogy
 - o collaboration with other departments in teaching and course/program development
- Student Advising and Mentoring:
 - o Advising/chairing loads that are commensurate with others in the department in the same program and with similar assignments

(3) Provide sustained service contributions to one's profession and to the University, which includes the following:

- Professional Service: Participate in some professional service activities since the last review. In addition, faculty are expected to (a) serve as an editor, associate editor, editorial review board member, and/or consistent guest reviewer for scholarly or professional journal; in addition, they are expected to (b) serve as an officer/member of a committee in a professional organization, or (c) review/advise a federal agency activity at the national/international level since the last review.
- University Service: Participate on department committees and/or in department service activities each year, as assigned. Further, faculty are expected to serve in a minimum of one college service activity and one university service activity since the last review.
- Public Service: Conduct an average of one public service activity per year.
- Provide evidence of additional service, which may include but is not limited to: program coordinator, state/local policy task force, department chair, or coordinator of state grant or contract.

Appendix A: Notice of Senate Faculty Review Standards Committee and Vice Presidential Final Approval.

Review Committee Approval:

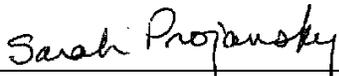


Trina Rich, SFRSC Committee
Secretary

11.19.2019

Date

Senior Vice President Approval:



Sarah Projansky, Designee

3.8.2020

Date