

School of Education Procedural Guidelines for the Cumulative Post-Tenure Review Process

Questions and Answers

1. What is the Faculty member to submit, to the Chair and/or to the Peer Review Committee?
 - Cumulative Reviews are, for the most part, reviews, *i.e.* recapitulations of five years of Annual Reviews. Hence, probably the most basic source of information consists of the five most recent Annual Reviews.
 - Candidates may wish to review their Annual Reviews and to submit, if they wish, a Statement of Elaboration, in addition to information included in the Annual Reviews.
 - Both the Department Head and the Peer Review Committee get the Annual Reviews and Statement of Elaboration [presuming a Candidate has decided to prepare one].
2. What will the Peer Review Committee prepare?
 - This group will prepare a brief report that includes a) some references to the faculty members performance in each of the areas of teaching, research and service during the review period, b) a summary rating recommendation and c) summary comments [if desired].
3. To whom will the Peer Review Committee submit its findings?
 - To the Department Head.
4. What will the department head prepare?
 - A brief report that will include a) some references to the faculty member's performance in each of the areas of teaching, research and service during the review period, b) possible references to work of the Peer Review Committee, c) a summary rating and d) [if desired] summary comments.
5. What will the department chair submit to the dean?
 - A copy of the report of the Peer Review Committee.
 - The Department Head's report.
 - Any Statement of Elaboration provided by the Candidate.