

## 1. PURPOSE

1.01 In order to improve faculty performance without infringing upon academic freedom, the institution of tenure itself, or the due process rights of faculty, and pursuant to the legislative imperative expressed in Section 51.942 of the Texas Education Code, colloquially known as SB 149 and hereinafter called Section 51.942, Sam Houston State University (hereafter SHSU or University) has instituted a process for the equitable Performance Evaluation of Tenured Faculty (PETF). The values that shall govern the process of Performance Evaluation of Tenured Faculty are multiple:

- a. The process shall avoid any infringement on academic freedom.
- b. The major focus of the process shall be on improving faculty performance.
- c. The process shall include sufficient appeals processes to ensure fairness.
- d. The process shall not threaten the essential institution of academic tenure.
- e. The process shall not be a re-tenure process.

Nonetheless, when a faculty member has demonstrated a consistent and persistent inability to meet appropriate minimum standards of performance, the process must be able to address the situation effectively.

1.02 The process of PETF at SHSU contains several basic components which include:

- a. the development and maintenance of standards of appropriate performance to be used in the evaluation process;
- b. the requirement that each faculty member complete the annual *Faculty Evaluation System for Tenured and Tenure-Track Faculty* (FES) process (see APS 820317);
- c. a specification of the steps for a process of periodic, comprehensive performance evaluation of all tenured faculty members, a process which shall involve faculty peers as defined in section 4.02 of this policy, and which sha



- 2.04 If a substantive change has occurred in the evaluation standards during the period to be evaluated, the standards in effect at the beginning of the period shall be applied.

### 3. THE ANNUAL INDIVIDUAL PROFESSIONAL EVALUATION

The standards of performance for tenured faculty shall align with those established in *The Faculty Evaluation System of Tenured and Tenure-Track Faculty* (APS 820317) by the faculty at the department level, approved by the respective chair and academic dean, and retained on file in the Office of the Provost. The annual FES documents specific to the period under review shall serve as the basis for the PETF.

### 4. THE PERIODIC COMPREHENSIVE PERFORMANCE EVALUATION

- 4.01 Every tenured faculty member with less than a 0.5 FTE administrative appointment shall be given a comprehensive performance evaluation every fifth year after receiving tenure, a promotion, returning to a faculty position following an administrative assignment, or after a previous comprehensive performance evaluation.
- a. With approval from the dean and Provost, the post-tenure clock formance evaluation.

submit to the dean a list of three (3) names of tenured faculty members from other tenure units who are qualified to perform a review. The nominations shall be approved by the dean. The dean shall appoint members from these lists until there are at least four (4) members of the DPTAC. If the need arises to replace a member of the committee, the dean shall follow the same procedure.

- b. This initial review shall make use of FES records for the five (5) most recent years. In addition to the FES documents, the faculty member under review may provide a CV and narratives that provide context to the FES documents and discuss accomplishments in teaching, creative and scholarly activities, and service. If a simple majority or greater of the DPTAC voting by secret ballot determines that the faculty member meets or exceeds the accepted minimum standards of the unit, the faculty member shall be notified in writing by the DPTAC of the vote and as satisfying the

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members plus the faculty member or, alternatively, each member of the team and the faculty member may submit to the chair their independently derived proposal for the PAFD. It is envisaged that the chair shall take the best elements of these proposals and, in consultation with the faculty member, formulate the PAFD.

After the PAFD has been established (see Section 5.02(b) below), the peer consultation team shall remain in place to provide support and encouragement to the faculty member under review, and at the end of the designated development period, they shall each provide to the chair and the faculty member a reevaluation and an assessment as to whether the PAFD has been successful. Again, this assessment shall be advisory to the faculty member and to the chair and shall not constitute a mandate for either party.

- b. The chair and the faculty member shall sign the PAFD to indicate their agreement with the terms of the plan. If the chair and the faculty member are unable to come to agreement on a suitable plan, they shall consult others including the dean, to reconcile their differences. If there is still no agreement, the faculty member shall be required to adhere to the PAFD as formulated by the chair. A copy of the plan shall be sent for information to the dean of the college and to the Provost.
- c. The chair shall hold meetings with the faculty member to assess progress toward accomplishing the PAFD. A schedule of these meetings shall be agreed upon in advance.
- d. At this point, there are three possible outcomes:
  - (1) When, in the determination of the chair, the faculty member has succeeded in restoring their performance to an acceptable level by meeting the goals of the PAFD in a timely manner, the chair shall notify the faculty member, the peer consultants, the dean, and the Provost in writing by April 1 of the year in which the PAFD is in place (for full timeline, see Section 7). The faculty member





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8. POLICY REVIEW

SHSU's Academic Policy Statement (APS) shall be reviewed every five (5) years.

APPROVED:                     < signed >                      
Alisa White, Ph.D., President

DATED:                     5/12/22                    

**CERTIFICATION STATEMENT**

This academic policy statement (APS) has been approved by the reviewer listed below and is not superseded.

Original: February 4, 1998  
Reviewer: Academic Affairs Council

Review Cycle: Five years\*  
Review Date: Fall 2027

Approved:                     < signed >                      
Michael T. Stephenson, Ph.D.  
Provost and Sr. Vice President  
for Academic Affairs

Date:                     5/10/22                    

\*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule.