

## **INTERDISCIPLINARY FACULTY**

### **Procedures for annual performance review and review of progress towards tenure for faculty holding joint appointments**

#### **Annual Performance Evaluation**

The annual performance review for faculty members holding joint appointments shall be organized and overseen by the unit head of the jointly appointed faculty member's tenure home. The faculty member will prepare materials for the evaluation as specified by the procedures of the tenure home unit. The head of the tenure home unit will review the faculty member's activities and the results of the tenure home unit evaluation procedure with the head(s) of the faculty member's other unit(s) of appointment in order to arrive at a performance evaluation for the faculty member reflecting his or her efforts in all the units of appointment.

The performance evaluation shall be discussed with the faculty member by all the unit heads involved in the appointment and a summary forwarded to the dean(s) of the college(s) in which the faculty member is appointed. The dean of the faculty member's tenure home college shall review the performance evaluation with the dean(s) of the faculty member's other college(s) of appointment before arriving at a raise determination for the faculty member. The resulting raise shall be drawn from the raise pools of the joint appointment units according to the faculty member's appointment percentage for each of those respective units.

#### **Review of Progress towards Tenure**

For jointly appointed tenure-track faculty members, the annual review of progress towards tenure and the comprehensive third- or fourth-year pre-tenure review shall be organized and overseen by the unit head of the jointly appointed faculty member's tenure home unit with input from the faculty member's other unit(s) of appointment. If the review of progress towards tenure in the tenure home unit involves a faculty committee, the review committee or a specially designated subcommittee thereof, for jointly appointed faculty members, shall include at least one member from the faculty member's other unit(s) of appointment. The heads of all the faculty member's units of appointment shall jointly discuss the outcome and recommendations of the annual review with the faculty member.

In the case of the third- or fourth-year pre-tenure review, the written evaluation shall be forwarded to the dean of each college in which the faculty member holds an appointment. The deans shall collaborate in reviewing the evaluation and shall jointly communicate their decision to the faculty member concerning his or her reappointment or nonreappointment.