**AAPPS 04.02.10**

**COMPLIANCE CERTIFICATION - POLICY FOR ANNUAL PERFORMANCE EVALUATION OF FACULTY**

**Department/School of**

**Texas Education Code §51.942**

Faculty are reviewed annually based on professional responsibilities in teaching, research, service, patient care, and/or administration and include peer review of the faculty member

Policy provides academic due process rights including:

• Notice and scope of evaluation to faculty member

• Opportunity for faculty member to provide supporting documents

• Faculty member is subject to disciplinary action based on evaluation - does policy provide notice of specific charges and opportunity for a hearing?

• Faculty member is subject to termination based on evaluation - does policy provide for nonbinding alternative dispute resolution?

**The Texas State University System Regents Rules – Chapter V, Section 4.28**

Requires a published annual evaluation policy for all non-tenured faculty and tenured faculty

Evaluation policy should include that faculty member is:

• Evaluated for performing consistently on a professional level

• Informed of any deficiencies

• Provided an opportunity to improve performance

• Provided due process and right to appeal

**AA/PPS 04.02.10 & AA/PPS 04.02.11– Performance Evaluation of Continuing Faculty and Post-Tenure Review/Performance Evaluation of Non-Continuing Nontenure Line Faculty**

Policy includes:

• Definition of performance criteria and appropriate instruments, including any required license, certification or other credentials (LCC)

• Specify the relative importance assigned to the various criteria

• Give the sources the chair and personnel committee will base their judgments

• Requirement for anonymous student evaluation of the teaching of all faculty at least once a year

• Describe the level of performance needed to meet expectations, including annual verification of LCC

• Provide opportunity for faculty to review and add written comments before reviews are placed in official personnel files

**SACSCOC – 6.3 The institution publishes and implements policies regarding the appointment, employment, and regular evaluation of faculty members regardless of contract or tenured status.**

Policy includes regular evaluation of all faculty members

**SACSCOC – 10.4 The institution publishes and implements policies on the authority of faculty in academic and governance matters.**

Policy includes responsibility and authority of faculty in academic and governance matters.

Personnel Committee Representative Date

Chair/Director Date

Dean Date

Date received by Office of the Provost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_