College Tenure Process Report: Part 1

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| College | Choose an item. |
| President |  |
| TAP leader(s) |  |
| Report completed by |  |
| Date submitted | Click here to enter a date. |

The College Tenure Process Report is completed in the spring semester of every academic year. During the first month of the spring semester, the college conducts its own review (self-study) of the tenure process to determine strengths and areas for growth. Part 1 of this report is completed by the college administration once they have concluded their internal review. Part 2 of the report is completed by District Academic Affairs. To complete Part 2 of the report, District Academic Affairs considers the following evidence: an examination of portfolios submitted by tenure-track faculty members from that college whose contract renewal/tenure decisions have already been board approved, and discussions with the college administration. If the college is found to be out of compliance, an action plan must be developed with the college and include specific steps for returning to compliance, a timeline, responsible parties, and an outline of how District Academic Affairs will monitor and support this process.

## Portfolios

List each tenure-track faculty member at the college whose portfolio was recently reviewed for contract renewal or tenure. For each faculty member, give name, discipline, and whether the portfolio is for Semester 1, 3, or 5.

Name Discipline Semester

**Click here to enter text.**

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| TAP and Mentor Program | | | |
| **Standard:** The TAP and mentor program effectively support tenure-track faculty members through the tenure process. The TAP leader’s execution of the orientation, second semester seminar, and mentor program are effective, as determined through an observation of the TAP leader, feedback from the department chairs, and the quality of the faculty members’ portfolio documents. | | | |
| Based on the evidence specified above, does the college demonstrate adherence to the standard? | | | |
| **Commendable / Exemplary**  The TAP and Mentor Program **exceed** the standard above by providing exemplary support to tenure-track faculty members. | **Acceptable**  The TAP and Mentor Program **meet** the standard above. | **Borderline**  The TAP and Mentor Program **do not consistently meet** the standard above. | **Unacceptable**  TAP and Mentor Program **rarely meet** the standard above. |
| Comments: (Include a discussion of how the evaluation was carried out by the college.) | | | |

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| Does the college administration have copies of the departmental evaluation criteria and procedures for evaluating non-tenured faculty? | **Yes** | **No** |
| Comments: | | |

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| Describe the process used to conduct the self-study of the tenure process and the results of that self-study. If areas of concern have been identified, include plans to address concerns. |
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| College President | Signature | Date Signed |
|  |  | Click here to enter a date. |