

DEPARTMENT OF ENTOMOLOGY
POST-TENURE REVIEW POLICY AND PROCEDURE
(Approved by faculty vote on 12 September 2014)

The purpose of post-tenure review at Kansas State University is to enhance the continued professional development of tenured faculty. The process is intended to encourage intellectual stimulation and professional proficiency for all members of the faculty throughout their careers, so they may more effectively fulfill the mission of the university. It is also designed to increase public trust in the University by ensuring that the faculty community undertakes regular and rigorous efforts to hold all members accountable for high professional standards.

Kansas State University recognizes that granting tenure for university faculty is important for academic protection as well as allowing for free inquiry and open intellectual debate. It is expressly recognized that nothing in this policy alters or amends the University's policies regarding removal of tenured faculty members for cause, which are stipulated in the University Handbook. The post-tenure review process and any subsequent actions taken under it are separate from and have no bearing on the chronic low achievement or annual evaluation policies and processes.

The department policy on post-tenure review follows the overall purposes, principles, objectives, and procedures in the university policy on post-tenure review (refer to the University Handbook, Appendix W), which was approved by the Faculty Senate on February 11, 2014. Therefore, the post-tenure review occurs based on the schedule described in Appendix W:

In general, post-tenure review shall be conducted for tenured faculty every six years and shall conform to the timeline associated with the annual evaluation review as outlined in the University Handbook. The six-year post-tenure review clock shall be further defined to mean that post-tenure review will be conducted for all tenured faculty either every six years, or in the sixth year following promotion or awarding of a major university performance award. More specifically, the following events shall modify and reset the post-tenure review clock:

- *application for promotion to full professor;*
- *application for the Professorial Performance Award (University Handbook C49);*
- *receipt of a substantial college, university, national or international award requiring multi-year portfolio-like documentation, such as University Distinguished Professor, University Distinguished Teaching Scholar, an endowed chair or other national/international awards (see list of Faculty Awards <http://www.k-state.edu/provost/resources/natlawards.html>).*

The schedule for post-tenure review could also be delayed for one year to accommodate sabbatical leave, a major health issue, or another compelling reason, provided that both the faculty member and department/unit head approve the delay.

Materials to be used for the review

1. Copies of annual evaluations since last post-tenure review (or equivalent as described above).

2. A two-page narrative statement that describes the quality and impact of the efforts in all major areas of responsibility based on the individual's appointment associated with research, teaching, extension, and service within the preceding six years since prior review.
3. If a faculty member has applied for promotion to full professor or for a Professorial Performance Award within the same academic year in which the individual is required to undergo a post-tenure review, the application will satisfy review requirements and reset the post-tenure review clock. An application dossier for a substantial college, university, national, or international award requiring multi-year portfolio-like documentation, within the same academic year in which the individual is required to undergo a post-tenure review may be used for the post-tenure review documentation in lieu of #1 and #2 above, and reset the post-tenure review clock.

Review process

1. The department head will review the documents and write a summary of the faculty member's contributions over the preceding six years.
2. Each faculty member being reviewed will have the opportunity to discuss the summary with the head. In addition, each faculty member will sign a statement acknowledging they had the opportunity to discuss the summary.