

Post-Tenure Review Calendar 2021 - 2022

Reference: [Provost Office Information on Post-Tenure Review](#)

Green denotes	Dean's Office action
Red denotes	Department Chair/School Director action
Black denotes	Candidate / Faculty Committee action

- May 1, 2021** Department Chairs/School Directors notify all eligible faculty **in writing** that post-tenure reviews will take place during the upcoming academic year (2021-2022).
- June 1, 2021** Eligible faculty notify the Dean's office (via latashar@mailbox.sc.edu) in writing of their intent to go forward with review or retire in three years. Faculty contact the appropriate Post-Tenure Review Committee Chair for guidance in preparing file.
- June 5, 2021** Department Chairs send to the Dean (via latashar@mailbox.sc.edu) a list of all faculty who will be considered for post-tenure review.
- July 15, 2021** Dean send list of the names of all faculty members who will undergo post-tenure review in the upcoming academic year to the Office of the Provost.
- November 1, 2021** Faculty complete the Post-Tenure Review file and forward to the Department Chair's office for Post-Tenure Review Committee review.
- January 21, 2022** The Post-Tenure Review Committee forwards the report to the faculty member, Department Chair, and the Dean (via latashar@mailbox.sc.edu). The Post-Tenure Review Committee must include recommendations in its report that could assist in restoring the faculty member's performance to a "satisfactory" level in any area found unsatisfactory.
- February 21, 2022** In the event that the faculty member's overall performance evaluation is determined by the Post-Tenure Review Committee to be "unsatisfactory," a Development Committee, which may be the PTR Committee or a separate committee depending on the unit criteria, will prepare a Development Plan and a timetable for improvement following unit guidelines. The Development Plan must be prepared in consultation with and receive the concurrence of the faculty member.

Post-Tenure Review Department Chair/School Director recommendation are forwarded to the Dean (via latashar@mailbox.sc.edu). Please do not send the files or supplemental files. If needed, they will be requested.

- April 1, 2022** **Dean's written evaluation sent to candidate and department chair/school director.**
- April 10, 2022** **Completed development plan for those judged unsatisfactory and timetable must be approved by the committee and forwarded to the chair and to the dean (via latashar@mailbox.sc.edu). Copies of the development plan and the relevant PTR committee's report must also be sent to the provost.**
- Disagreements between the faculty member and the development committee or between the development committee and the PTR committee concerning the development plan or timetable will be resolved by the dean.**
- A post-tenure review summary including the names of all faculty reviewed and their overall performance rating (superior, satisfactory, or unsatisfactory) shall be forwarded to the provost by the Dean.**
- June 30, 2022** **Report from the dean to the Office of the Provost in the event a faculty member receives an unsatisfactory rating is due.**
- Report to include:**
- **Unit post-tenure review report and any recommendations for a development plan.**
 - **Written statement of the faculty member if the faculty member appealed the unit's assessment.**
 - **Any recommendation of the unit committee or subcommittee.**
 - **Dean's assessment.**