Guidelines for Scheduling of Periodic Review of Tenured faculty and Procedures (2022-2023)

Board of Regents Policy RP 9.213 establishes guidelines for periodic review of faculty. These guidelines state that procedures for review of faculty BOR Policy, RP 9.213, III. 8., all faculty should be evaluated at least once every five years.

Faculty who were reviewed for tenure, promotion, post-tenure review, or have been evaluated and approved for a merit salary increase during the 2017-2018 academic year or earlier, should undergo five year review in 2022-2023.

The following are exempt from the review in AY 2022-2023:

1. Faculty who have been reviewed for tenure and/or promotion in 2018-2019 or later; or have received a special salary adjustment merit increase within that period of time.
2. Faculty who have submitted a post-tenure review in 2018-2019 or later.
3. Faculty who expect to retire within eighteen months of their scheduled evaluation date will be exempt from evaluation, provided that they submit an official notification of retirement, with termination dates, to the Chancellor. Should you subsequently decide to postpone retirement, you will be scheduled for review in the next annual cycle.
4. Faculty on sabbatical or leave without pay during the AY 2022-2023 who should be undergoing review, may defer this review to the next year.
5. Faculty who have submitted an application for special salary adjustment based on merit or have submitted a dossier for promotion may have their review deferred until 2023-2024. If the application is denied, faculty will be evaluated during the next cycle.

Faculty who are to be reviewed should submit an updated curriculum vitae or academic profile, by Thursday, December 1, 2022, which includes information about your 1) teaching, 2) research, and 3) service or other professional activities, as appropriate to your classification. Please submit this to:

- For Academic Affairs faculty: VCAA Office, Classroom Building D205;
- For Student Affairs faculty: VCSA Office, Campus Center C237

A copy of the UHWO Evaluation of Tenured Faculty Procedures (UHWO Faculty Senate Resolution 99-1, 2/12/99, Revised by Faculty Senate 9/1/06) and UH Executive Policy E5.221 Classification of Faculty, have been posted to the Laulima site, WOA Faculty Info.