Department of Accounting  
College of Business  
Iowa State University  
Policies and Procedures for Post-Tenure Review  
As approved by the Accounting Faculty on April 19, 2000

I. Overview of Policy  
The post-tenure review process is a developmental activity designed to recognize and enhance the performance of tenured and continuously appointed faculty. The review process focuses on the areas of teaching, research/creative activities, extension/professional practice, and institutional service, consistent with the faculty member’s position responsibility statement.

As noted in the University’s Post-Tenure Review Policy Statement, this review does not change the University or the Department commitment to academic freedom or the circumstances under which tenured faculty can be dismissed from the university. Grounds for dismissal remain those listed in the Faculty Handbook under Faculty Dismissal Procedures.

The annual performance evaluation of tenured and continuously appointed faculty by the departmental executive officer (DEO) constitutes the basic annual post-tenure review. The basic annual post-tenure review of a particular tenured faculty member shall be augmented by a peer review at least once every seven years or when requested by the tenured faculty member, but not more often than once every three years. A departmental review for promotion, regardless of whether the promotion is granted or denied, will substitute for the mandatory seven-year post-tenure review (i.e., the seven-year time clock for mandatory review will begin anew following a review for promotion).

II. Post-Tenure Review Procedures  
(1) Post tenure peer reviews of faculty will be done by The Departmental Promotion and Tenure Committee (P&T).

(2) The peer review will be based upon the faculty member’s Position Responsibility Statement, annual Personal Responsibility Reports for the time since the last PTR (excluding DEO summary evaluations), any previous PTR reports, current vita, a written assessment by the DEO, and a written self-assessment statement from the person being reviewed. The DEO’s report should provide an assessment of the faculty member’s career progress over the prior seven years. The self-assessment statement should summarize and evaluate professional activities in light of the faculty member’s career goals and Position Responsibility Statement. The P&T committee may also request additional information relevant to the review.
(3) The peer review committee will:

- Provide a written summary evaluation of the faculty member's performance over the preceding seven years, including strengths and weaknesses. This summary evaluation will be given to the faculty member, the DEO, and the College Dean, and shall become a permanent part of the faculty member's personnel file.
- Indicate whether there is need for improvement in the faculty member's performance of any of their position responsibilities. When a need for improvement is noted, the committee shall provide specific suggestions for development, which may include suggested revisions in the faculty member's Position Responsibility Statement.

(4) The faculty member shall have the right to have his or her written comments regarding the peer review committee's summary evaluation of their performance included in his or her personnel file along with the committee's evaluation. Additionally, faculty who believe they have been treated unfairly in the post tenure review process may, if they so wish, file a grievance in accordance with the procedures listed in the Faculty Handbook under Faculty Grievance Procedures.