

APPENDIX I

P.S. & S. COMMITTEE POLICY ON REVIEW DEADLINES

A faculty member desiring to have a PS&S review prior to standing for Senior Faculty Status (fall semester) must apply to the PS&S Committee by December 1 of the previous year. The review will be conducted during the spring semester.

A faculty member desiring to have a PS&S review prior to standing for promotion (spring semester) must apply to the PS&S Committee by May 1 of the previous year. The review will be conducted during the fall semester.

EXAMPLE: A faculty member wanting to stand for Senior Faculty Status in Fall 1998 and desiring a PS&S review prior to that time would need to have the review requested no later than the deadline date (December 1) in Fall 1997 and conducted during Spring 1998.

RATIONALE: A faculty member standing for Senior Faculty Status or promotion must have his/her exhibit ready by the middle of the fall semester and at the beginning of the spring semester. To conduct a valid PS&S Review requires 2-3 months and the student evaluations that are a part of such a review need to be taken near the end of the semester to serve the purpose for which they are given.

Further, the PS&S Committee also conducts routine reviews of all faculty every five years and needs a reasonable lead time to schedule its work.

NOTE: The decision on whether to have a PS&S review prior to standing for Senior Faculty Status or promotion is at the discretion of the faculty member. Further, it can be conducted in an earlier semester than described above. These policies deal with the latest possible date for a review to be held.