

**XI. Policy on Mid-Career Review for Tenure-Accruing Faculty**  
(effective May 2004)

The department would initiate this process toward the end of the faculty member's third or fourth year. The chair and the faculty would decide which timeframe is most appropriate for their discipline. The chair and the faculty would define the review process in the department as well, but it should include at a minimum a substantive assessment of an updated curriculum vita and the teaching evaluations of the faculty member.

The department and the tenured faculty should express itself in a formal manner on the progress of the faculty member toward tenure, and that information should be shared with the faculty member by the chair. The dean should also review this information on an annual basis, and any response to the candidate should reflect both the department's and the dean's assessment of the faculty member's record.

The Provost's office will review this process, not the cases, in its initial years. After three years, the Provost's office will review this process every two years to make sure it is achieving the goals that were initially set for it.

**XII. Policy on Mentoring**  
(effective May 2004)

The chair of the department will initially select a mentor or mentors for an untenured faculty member. At the end of the untenured faculty member's first year, the faculty member and the chair should discuss the relationship with the mentor(s) and whether a new mentor or mentors might be more appropriate. Where appropriate, the chair should give strong consideration to the preference of the untenured faculty member. The mentor(s) will write an annual assessment to the untenured faculty member describing his/her progress toward tenure and that letter will be shared with the chair. This assessment should be provided orally to the untenured faculty member initially, and he/she should be given opportunity to respond and for the assessment to be modified as a result of this meeting if appropriate. The chair and the mentor (or mentoring committee) should also meet to discuss the progress of the untenured faculty member on an annual basis.