

**Department of Entomology**  
**Policy and Procedures for Post-Tenure Review**

**Policy.**

The TAMU Subcommittee of the Promotion and Tenure Committee, Department of Entomology, will conduct post-tenure reviews of all tenured faculty, as required to ensure that all tenured faculty have been evaluated by peers at least once every six years. The normal process used by the Promotion and Tenure Committee for promotion and/or tenure recommendations, or for annual or biennial reviews of Associate Professors, provides an intensive peer evaluation. The process outlined below will be followed by the TAMU Subcommittee in conducting an evaluation of other tenured faculty requiring a peer evaluation to ensure that the Department is in compliance with University Rule 12.06.99.M1 on Post-Tenure Review. The most current Criteria for Post-Tenure Review of Faculty, College of Agriculture and Life Sciences, will be the guiding document by which faculty members are evaluated.

**Procedures.**

1- Tenured faculty members requiring Post-Tenure Review that are currently members of the TAMU Subcommittee, Promotion and Tenure Committee, will be evaluated by the Department Head and the Associate Department Head for Academic Programs, in association with an annual performance review.

2- All other tenured faculty members requiring Post-Tenure review will submit the following documentation upon the request of the TAMU Subcommittee, Promotion and Tenure Committee:

- a- a current C.V., prepared as required for the annual performance evaluation
- b- a 1-page statement summarizing the development of new courses or academic programs, major course innovations, curriculum development, teaching media, or other teaching improvement activities during the previous six years.
- c- a table summarizing courses taught in the previous six years, including enrollment and overall average of student evaluation scores

3- Each member of the TAMU Subcommittee will individually evaluate these materials, and provide a score of highly meritorious, satisfactory, or unsatisfactory in each of the following four areas (for detailed criteria, see the COALS Guidelines for Post-Tenure Review):

- a- General
- b- Teaching
- c- Research
- d- Service

4- The scores will be reported to the Chair of the Subcommittee, who will summarize them and report the composite score to the Department Head