

## **Spring Submission Option for Tenure-Track Faculty Doing Comprehensive Program Review**

### *Proposal*

- If a department only has tenure-track faculty working at the college during the semester that the Comprehensive Program Review is due, then allow the department to submit their Comprehensive Program Review in a Spring semester.
- If a department with a tenure-track faculty member also has tenured faculty who are on leave during the semester that the Comprehensive Program Review is due, then the department can decide whether to use the regular one-year deferral option or this Spring semester deferral option.
- For Spring semester submissions, the department would use the same set of data as they would if they completed the Comprehensive Program Review in the regularly planned Fall semester.

### *Proposed Logistical Details*

- Moving forward, the department would remain on the same Program Review cycle as if they completed their Comprehensive Review in the regularly planned Fall semester.
- The Comprehensive Program Review would be reviewed by the regular feedback process hosted by the Instructional Planning Council in the subsequent Academic Year's regular Program Review cycle.
- Any department resource requests submitted through program review would still need to be submitted in Fall semesters:
  - the department could submit their resource request using the shorter Annual Update form in the regularly scheduled Fall semester and then complete the Comprehensive set of questions in the Spring semester, or
  - the department could wait to have their Resource Request considered until their Comprehensive Program Review is reviewed in the subsequent academic year Program Review Cycle.
- The Spring semester deadline for tenure-track faculty to submit their program's Comprehensive Program Review would be set by the program's Dean in consultation with the IPC co-chairs.

### *Justification*

- Departments with only tenure-track faculty have a unique burden as it relates to program review. If Program Review can only be completed in the Fall semester, then it could overlap with one of their semesters being under tenure-track evaluation review.
- If the Program Review cycle is lengthened, it could make the situation worse even if less common. For example, imagine if there were a five-year program review cycle.
  - If a Comprehensive Program Review was due in the first year of a department with one new tenure-track faculty member, then the person would have to complete a Program Review that would cover more years than currently happens.

- Or the department would have to defer their Comprehensive Program Review until a later year. If they deferred it every year they were in tenure-track review, then, in this imagined scenario, the department would go 10 years in between completing a Comprehensive Program Review.
- Or the department would need to complete Comprehensive Program Review the same semester as they are undergoing tenure-track evaluation.