

03.FAC.09 – Pre-Tenure Review

Revised and Approved by COB Faculty (May 4, 2023)

[Revision History](#)

Overview

University Rule 12.01.01.C1 (Tenure) requires the pre-tenure review of tenure-track faculty. The review will commence in the faculty member's 4th year of full-time academic employment at Texas A&M University-Corpus Christi. The faculty member may be evaluated earlier than their 4th full year of employment if he/she was awarded credit at another institution towards tenure at the time of their initial appointment.

The purpose of the review is to give tenure-track faculty members a constructive peer evaluation prior to the tenure review. Recommendations for improvement will be provided to the faculty member by the faculty peers, the department chair, and the dean. The pre-tenure review process is intended to support the development of tenure-track faculty members as they progress toward tenure.

Faculty members scheduled for pre-tenure review are encouraged to seek out a tenured faculty member in the department (other than the department chair) to serve as a coach and provide advice regarding the preparation and presentation of review materials. The faculty member scheduled for pre-tenure review remains responsible for pre-tenure dossier. The tenured faculty coach remains responsible for participating in the pre-tenure review process.

The documentation and requirements for tenure must be consistent with the candidate's assigned workload. In instances where tenure-track faculty members have been granted time toward tenure during the hiring process, the provost shall note the year of the pre-tenure review in the hiring letter.

Documentation for Pre-Tenure Review

Documentation for Pre-Tenure Review will follow the documentation requirements for tenure as described in University Rule 12.01.01.C1 Tenure.

Refer to 03.FAC.08 – Faculty Promotion and Tenure for more information about the types of evidence/documentation to include in the pre-tenure dossier for teaching, scholarly and creative activity, and service.

Note that, effective Fall 2024, pre-tenure review dossiers should include documentation from at least one peer observation of teaching. See 03.FAC.25 Peer Observation of Teaching Process for more information about the peer observation process in the College and the required forms to be completed and submitted in the dossier.

Review Process

Refer to University Rule 12.01.01.C1 Tenure for the pre-tenure review process and timeline.

Related Policies

[University Rule 12.01.01.C1 – Tenure](#)

[COB Handbook 03.FAC.05 – Faculty Promotion and Tenure](#)

COB Handbook 03.FAC.25 – Peer Observation of Teaching Process

Revision History

- Draft May 10, 2017
- Revised March 7, 2018
- Revised and Approved by COB Faculty March 9, 2018
- Revised and Approved by COB Faculty March 2020 (Vote Documented Via Qualtrics Survey July 6, 2021)
- Revised and Approved by COB Faculty, March 3, 2023