

**COVER SHEET FOR PROPOSED CHANGES TO DEPARTMENT PERIODIC REVIEW OF  
TENURED FACULTY (POST-TENURE REVIEW) PROCEDURES**

**CADV**

**DEPARTMENT**

In order to facilitate a complete and expeditious review by the Personnel Planning and Review Committee (PP&R) of the change(s) you propose to your Post-Tenure Review procedures, please adhere to the format described below, and also fill out the Background Information. Attach this memo as a cover sheet for the written material you submit to PP&R. PP&R assumes that the initiating Department has determined that the proposed new or revised procedures are consistent with Section 600 and with the Collective Bargaining Agreement.

**FORMAT:** Please use a complete copy of your existing procedures as the starting point for the proposed revisions that you submit to PP&R for approval. Strike over any text that you wish to have deleted from your written procedures, and/or underline any text that you wish to have added to your written procedures.

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Office of  
Faculty Affairs

**BACKGROUND INFORMATION:**

- Date that current proposed changes were sent forward 4/4/16
- Describe briefly the general reason(s) for your proposed change(s) (e.g., "proposed changes were initiated by the Department to be in compliance with the current Faculty Contract and Section 600"). \_\_\_\_\_  
 The Department elects to use Section 645 of the Administrative Manual for the Periodic (Post-Tenure) Review of tenured faculty.  
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- The proposed changes have been approved by the tenured and probationary faculty of the Department:

**DEPARTMENT APPROVAL: (Sign & Print Name)**

[Signature] 4/4/16  
 Department Chair or Chair, Department Personnel Committee Date

**COLLEGE APPROVAL: (Sign & Print Name)**

[Signature] 4/7/16  
 College Dean Date

**PP&R APPROVAL:**

[Signature] 5/10/16  
 Chair, Personnel Planning and Review Committee Date

(for PP&R use only)		
<u>5/14</u>	<u>F'16</u>	<u>F'20</u>
Approval Date	Effective Date	Date of Next Review