

## **Guidelines for Midterm Performance Review**

### **College of Agriculture and Life Sciences**

These Guidelines supplement the “Guidelines for Annual & Midterm Review,” from the Office of the Dean of Faculties and Associate Provost (<http://dof.tamu.edu/admin/faculty/annual-midtermguidelines.pdf>) and relate to the midterm, or third-year reviews required of tenure track faculty hired with a probationary period of 7 years by University Rule 12.01.99.M2.

#### **1. General Overview:**

- 1.1. According to the Dean of Faculties Guidelines, the mid-term review should be similar to the tenure/promotion review process, including the submission of dossier materials.
- 1.2. No outside letters are sought. Items reviewed should include those contributed by the candidate as well as internal letters of recommendation.
- 1.3. Departmental and College-level committees should review the materials.
- 1.4. The mid-term review package goes only to the Dean’s level (it is not forwarded to the Provost, President, Chancellor or Board of Regents).

#### **2. Specific College Guidelines:**

- 2.1. In the College of Agriculture and Life Sciences, the annual review of the faculty member will be conducted as a separate process from the mid-term review in the year that the faculty member’s mid-term review is taking place.
- 2.2. The requirement for internal letters of recommendation may be satisfied by the evaluation reports prepared and signed by the department’s promotion and tenure committee.
- 2.3. The dossiers for midterm reviews will be submitted for review by the College members of the Agriculture Peer Review Committee one month after the deadline for submitting the P&T dossiers.