

## FORM FOR FOURTH & FIFTH YEAR REVIEW OF PROBATIONARY FACULTY

Name of Faculty Member \_\_\_\_\_ Department \_\_\_\_\_  
Date of Appointment to Wittenberg Faculty \_\_\_\_\_ to present rank \_\_\_\_\_

The fourth and fifth year reviews of a probationary faculty member should build upon the Third Year Review. If a candidate's progress toward tenure was considered satisfactory by the department and Faculty Personnel Board in the Third Year Review, and if that candidate continues to develop in a manner that raises no question about a tenure recommendation from the department, then the fourth and fifth year reviews should include specific discussion of continued performance and activities reflecting the candidate's progress toward tenure. If the department perceives a departure from what had been an established pattern of satisfactory performance, then the chair should document such in the fourth and fifth year reviews. If there was concern about a probationary faculty member's progress toward tenure expressed in either the departmental Third Year Review, or in the Faculty Personnel Board's response to the departmental review, then efforts made to address those concerns should be carefully documented in the fourth and fifth year reviews.

Chairs: Please be specific in completing the following and cite sources of information including peer and student reviews. Follow the criteria found in the "Guidelines for Assessing Professional Qualifications for Tenure," keeping in mind both current achievement and potential for growth.

Progress toward completion of doctorate (If not yet completed, include statement of what noncompletion would mean for tenure recommendation).

### Strengths and Weaknesses in the Areas of Teaching, Curriculum Development, and Advising

Strengths and Weaknesses in Professional Activities:

Strengths and Weaknesses Related to Institutional Involvement and Service (Include departmental and university committee service, participation in interdepartmental and other programs, and other):

If there are problems that might threaten a tenure recommendation, what steps are being taken by the department and by the candidate to address those problems?

What is the department's assessment of the candidate's prospects for tenure? Favorable, uncertain, or unfavorable? (Department chair should convey the extent of agreement among departmental faculty involved in assessment of probationary faculty member. If favorable, cite areas of particular strength. If uncertain or unfavorable, cite areas that need improvement. Include what suggestions were made to the candidate for improvement. Also, if uncertain or not favorable, outline objectives for the candidate to achieve a tenure recommendation from the department):

The faculty member should append a response, which may take the form of a self-assessment, to this form.

\_\_\_\_\_  
Department Chair

\_\_\_\_\_  
Candidate

(Signature means that faculty member has read the report).

\_\_\_\_\_  
Date of Report

\_\_\_\_\_  
Date(s) of Conference(s)

Signatures of other Tenured Members of the Department

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