

**3.7.2** The institution regularly evaluates the effectiveness of each faculty member in accord with published criteria, regardless of contractual or tenured status. **(Faculty evaluation)**

USC annually evaluates the effectiveness of each faculty member including part-time and term faculty and tenured or tenure-track faculty. Evaluation types include annual, third-year, and post-tenure reviews. Additionally, course evaluations and peer evaluations are conducted as part of the evaluative process. The USC *Faculty Manual* specifies the processes for these reviews (pages 31-38). Regional campuses also have published processes for faculty reviews (USC Regional Campus *Faculty Manual*). Examples of policies and procedures were provided for three departments and/or schools. Sample evaluation forms were provided although no completed forms were available for Off-Site Review Committee review.

The On-Site Review Committee found that faculty members, regardless of contractual or tenured status, are evaluated regularly according to their role in supporting the mission of the University of South Carolina. All faculty members contribute to the institution's mission and are evaluated on that contribution ( *USC Columbia Faculty Manual*, pp. 32-38; *Regional Campuses Faculty Manual*, pp. 20-23; Non-Tenure-Track Faculty Policy ACAF 1.16).

*Regular evaluation.* A review of University policy and faculty manuals indicates that all faculty, regardless of tenured or contractual status, are evaluated annually either by their unit head, their direct supervisor, and/or a select committee, depending on the unit's relevant published criteria and procedures. Annual evaluations of tenured and tenure-track faculty are used by administrators (chairs and deans) to determine salary enhancements based on merit when funding is available. Exceptional performance can be awarded by additional pay for performance, contingent upon available funding. Annual evaluations of non-tenure track faculty determine the re-appointment of and salary levels for these faculty members. Copies of the annual evaluations are maintained by units and are considered to be a part of faculty members' personnel files.

Tenure-track faculty members also undergo a Third-Year Review during which their progress towards tenure and promotion is specifically evaluated. Tenured faculty members undergo a Post-Tenure Review every six years according to procedures published in the faculty manuals.

*Published criteria.* Faculty manuals primarily provide procedural guidelines but reference unit responsibility for and development of assessment criteria. Sample evaluations were provided. A review of 27 annual reviews, 3 clinical reviews, 21 post-tenure reviews, and 20 third-year reviews indicates that reviews generally included ratings for specific criteria and comments on performance in relation to ratings and criteria. However, the faculty manuals indicate that the reviews should include evaluative information "sufficiently detailed to aid the faculty member in professional growth and development." Evidence of detailed assessment comments development recommendations or performance goals was inconsistent across documents provided. Faculty reflection on the assessment and/or response was noted in two evaluations.