Continuing where we left off floating the Guadalupe River……

Update on the string of **UPCOMING DUE DATES :)**

1. Faculty packets for **ADJUNCT FACULTY without salary reappointment** for Fiscal Year 2013 – **Action underway! **SEE May 25th Newsletter.
2. Faculty 6-month notification date that they will undergo a POST-TENURE EVALUATION early in 2013 – **SEE below.**
3. Faculty PTAC packet preparation in electronic format for review in plenty of time before the PTAC deadline of October 1, 2012 – **NEXT WEEK one more time** – need a little more time to write clear Instructions and anticipate all potential glitches!

**POST-TENURE EVALUATION (PTE) early in 2013:**

The UT System Board of Regents updated the Evaluation of Tenured Faculty (fondly known as Post-Tenure Evaluation) rules this past February; see 2012 Revised UT BOR Rule: 31102 -


**Summary of the BOR amendments to: the Regents’ Rules and Regulations, Rule 31102, Sections 4 and 5, regarding the evaluation of tenured faculty.** The intent of
the proposed revisions to Rule 31102 were to clarify some provisions and to strengthen the comprehensive evaluation process:

- The Rule has been reformatted to clarify the differences between post-tenure annual reviews and post-tenure comprehensive reviews.
- Specific review categories were created: exceeds expectations, meets expectations, does not meet expectations, and unsatisfactory.
- Post-tenure comprehensive reviews must be conducted no less often than every six years and may be conducted any time an individual receives two consecutive unsatisfactory annual reviews. (A review can be done sooner than a six year cycle.)
- Outcomes of post-tenure evaluation may be used for salary consideration, awards, and advancement.
- Remediation remains a central part of the improvement process when it is clear that a faculty member would benefit from such support.
- A faculty member failing remediation may be subject to termination procedures (Regents' Rule 31008) for incompetence, neglect of duty or other good cause.

The UTHSC HOP 3.7.5 related to POST-TENURE EVALUATION is in the process of being updated to correspond with the BOR update; however, the six-month notification period remains the same as do many other parts of the Rule. Proceed with the PTE just like in prior years, and as the HOP is updated, you will be the first to know. TRUST ME it will work out!

From the BOR update 5.2 (d) 'Notice of Evaluation. Reasonable individual notice of at least six months of intent to review shall be provided to a faculty member.'

So that the maximum-allowed HOP-stipulated PTE timeframe within which to conduct the PTE review and potential appeal(s) can be upheld, AND the final report still be submitted to AFSA by the standard deadline at the end of March, departmental level PTE must occur 2 months before the end of March or approximately by the end of January. This means that all faculty must receive their 6-month PTE notification ASAP.

This recent past March, individual departmentals were asked to report which faculty members were anticipated to be due for PTE in FY2013, meaning that for these faculty members, 6 full years of post-tenure productivity would be reviewed in early calendar year 2013. The SOM Office of the Associate Dean for Faculty and Diversity verified departmental reports against tenure dates received from Human Resources. This little math test resulted in our office instituting a system through which departments will now be notified of who will be due for PTE, instead of the other way around. Now our math skills are being put to the test!
SOoooo, next week (really) each department will receive an individual listing of the faculty members in that department who will be due for PTE by your departmental PTE Committee between 6-months from the date of your notification to them (Hurry up!!) and the end of January. All results need to be reported to the SOM Office of the Associate Dean for Faculty and Diversity by March 22, 2013.

Are you sick of sudden deadlines yet? As healthcare professionals, we would like to find a cure for this illness and improve what has increasingly (and unfortunately) become a 'way of life.' Our office and those comparable at the other UTHSCSA schools have begun working with AFSA to construct a standard Fiscal Year Calendar, so we can all work together more efficiently and effectively!

We believe in WELLNESS!

FAQs:

- **Can a faculty member be appointed as an Associate Professor?**
  - Yes and No. Yes, but only if the new faculty will be appointed for less than 75% time (so not tenure track), and appointment at that level is justified as defined by the HOP criteria and documented in the substanting documents, such as the department Chair's letter, that accompany the appointment request.
  - No, if the new faculty will be appointed for 75% time or more, is on tenure track (thus 100% time), UNTIL the appointment packet with all the justifying documentation is reviewed by the PTAC.

- **If a faculty member appointed here as an assistant professor on the tenure track was an assistant professor on the tenure track at another institution, does the time at the other institution count?**
  - Yes and No. No, the tenure clock for an individual faculty member at our institution starts ticking when the first (full fiscal year or) September 1 is 'crossed' by the appointment, so the prior time does not 'count against the clock.' The activities and productivity that occur prior to the tenure timeframe should be taken into account since they will demonstrate career development, trends and continuity in interests and funding, for example. This pre-appointment time frame definitely does not 'count against' the individual.
• **Is a Texas Medical License required for an Adjunct Faculty appointment? (Licensed in another State)**
  - No, adjunct faculty provide teaching, and even if the teaching occurs in the clinical setting, they are not providing patient care or billable services. All faculty qualifications must be documented to show that they have the credentials (usually highest educational degree earned) and capable of performing what they are appointed to do, so teaching faculty must have credentials to support their ability to teach in the setting assigned.

• **Why didn’t I get the FACULTY Facts & FAQs newsletter?**
  - We sincerely apologize for omitting anyone. We are in the process of updating the distribution list and are totally dependent on you to share the newsletter with each other and provide us with names and contact information of those who should receive this and did not.

**THE CALENDAR:** For the second half of 2012, please see the EO/AAO out-of-office schedule attached to the May 25 Newsletter.

**DIVERSITY NEWS:** The SOM Faculty and Diversity Website: [http://som.uthscsa.edu/diversity/](http://som.uthscsa.edu/diversity/)

**CONTACTING THIS OFFICE:** Please direct your correspondence as follows:

- sfap@uthscsa.edu for all items related to Faculty Appointments, including faculty packet issues, verifications and routing. Ana Delgado and I have access to this mailbox, so no need to cc any of us when emailing to this box.

- FacultyDiversity@uthscsa.edu for items specific to Faculty and Diversity, such as the Faculty Facts and FAQs Newsletter. Ana Delgado and I have access to this mailbox, so no need to cc either of us when emailing to this box.

- JAWilliams@uthscsa.edu for all personal/professional emails not related to the above.

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