

## University of Maine School of Law

### Tenured Faculty Review Program

Approved by Law School Faculty on April 2, 2012

[Technical corrections approved as of July 25, 2012]

[superseding Tenured Faculty Review Program dated June 1997]

The University of Maine School of Law requires the regular review of the work of all faculty members. The goal of this review is to help all faculty members assess their work, plan their future career objectives and understand the connection of their work to the overall needs and success of the Law School. The review process is designed to be collaborative. Faculty members participate fully in the process and are expected to use the review process to seek the Law School's assistance in sustaining and improving their overall performance and to maximize their potential in all phases of their work.

1. Each tenured member of the Law School faculty will be reviewed formally every four years, beginning four years after his or her grant of tenure.
2. The Post-Tenure Review Committee has primary responsibility for conducting reviews. The Committee will be named annually by the Dean and shall include at least one tenured member of the Dean's Advisory Committee. That member shall be selected by the Dean in consultation with the Dean's Advisory Committee. When any of these Committee members is undergoing review, that review will be conducted by the other members of the Committee and the Dean or the Dean's designee. Reviews will generally be conducted during the Fall semester, with any adjustment to base salary effective the following academic year. The schedule of reviews will be published to the faculty, and faculty due for review will be notified well in advance of the beginning of the process.
3. A faculty member undergoing review will submit a summary of his or her work during the preceding four years. In addition to this summary, the Committee will review the Faculty Annual Reports submitted by the faculty member in intervening years, and any other material the Committee finds relevant.
4. The review will focus on the faculty member's work in scholarship, teaching and service, in parallel with the standards described in the Faculty Personnel Policies. In conducting the review, the Committee will visit classes, review scholarly and other writings, and consult with persons familiar with the faculty member's service activities. A brief, but not necessarily exhaustive, description of the content and standards of the review is as follows:

**Scholarship** – Tenured faculty members are expected to continue to publish high quality works of scholarship in law reviews, peer reviewed journals or other appropriate venues throughout their careers. The review will focus on the amount, the quality, and the impact

of published output by the faculty member. In some cases, the Committee may solicit outside letters regarding scholarship. Every faculty member must remain committed to producing and publishing scholarly work throughout his or her career.

**Teaching** – Tenured faculty members must demonstrate a continuing commitment to excellence in teaching. That commitment may take the form of innovation in teaching technique, demonstrated and effective attention to student learning, and refinement of course material to reflect developments in the discipline and/or the pedagogical approaches to subject matter. As part of the review, the Committee will examine course evaluations, syllabi, exams and other course material. Because the national dialogue among scholars in most areas of law teaching can enrich and improve law professors’ teaching, emphasis will be placed on the extent to which the faculty member is aware of that dialogue. Faculty members are expected to be aware of the state of the art in teaching in their disciplines.

**Service** – Tenured faculty members are expected to engage consistently in service to the Law School, the University System, and the community (defined broadly). This service may take many forms. Within the Law School, service includes leadership and active work in the committee and governance structure of the School, and regular attendance at faculty meetings, committee meetings and workshops. University and community service may include a wide variety of activities locally, nationally, and globally that grow out of the faculty member’s expertise in an area or areas of law.

5. Reviews of faculty members whose positions include administrative responsibilities will reflect those administrative responsibilities.
6. The Committee will present its findings and recommendations to the faculty member under review, who will have a period of time in which to respond in writing. The Committee will summarize its findings in a narrative statement and assessment of performance in scholarship, teaching, and service. The entire record, including any recommended salary adjustment, will then be forwarded to the Dean. The Dean and the Committee will work with each faculty member, as needed, to design a plan for improved performance.
7. The Dean will meet with the reviewed faculty member, where appropriate, to discuss the findings of the Committee and any recommended Post-Tenure Review salary adjustment. Faculty members whose work is positively reviewed are eligible for an increase to base pay, to the extent finances permit. No faculty member is assured of an increase in salary upon quadrennial review.

## **Tentative Faculty Post-Tenure Review Schedule**

### **2012-2013**

Friedman (1986)  
Lupica (2001)  
Maine (2004)  
Rogoff (1975)  
Wriggins (2002)

### **2013-2014**

#### **2014-2015**

Davik (2010)  
Smith (2010)

#### **2015-2016**

Norchi (2011)  
Zillman (1990)

#### **Faculty not appearing in this schedule:**

All emeriti  
Dean (reviewed separately)  
Faculty on leave (Zillman)  
Faculty in partial phased retirement (Ward, Cluchey, Zarr)  
Faculty employed under renewable contracts (reviewed according to contract terms)