

Department of Crop and Soil Sciences

Third Year Review

Last Updated: 1 August 2005

ALL Faculty in the Department of Crop and Soil Sciences Must undergo a review in their Third Year of employment in the department.

1. October/November - Faculty needing third year review are identified and CSS Executive Committee suggests potential committee members
2. DH goes over names of potential committee members with reviewee.
3. Committee members are contacted and charged. A chairman is designated.
4. DH sends a memo to reviewee requesting pertinent information and setting out time frame for submission to his office.
5. DH sends memo to committee members along with copy of third year review documents. Set out criteria, deadlines.
6. Spring Faculty Meeting, Committee Chair presents results of review; eligible faculty vote on whether or not faculty member is making adequate progress toward promotion.
7. Results are reported to CAES Dean.