

## **Plan for Review of Joint and Interdisciplinary Faculty (Template)**

Name of Faculty Member:

Home Department:

Joint Department, Cluster and/or Interdisciplinary Area:

### **Plan for Annual Review (Assistant, Associate or Full Professor)**

The head of the home department will request written feedback from the [Name of Joint Department, Cluster, and/or Interdisciplinary Area] for the annual review. [Note: Department heads are encouraged to meet jointly with the faculty member and head of the joint department, cluster coordinator, and/or representative(s) of interdisciplinary area for the annual review meeting.]

### **Plan for Reappointment, Tenure or Promotion (Assistant or Associate Professor)**

The head of the home department will receive the initial recommendation for reappointment, tenure or promotion from (check one)

- DVF, with written feedback from appropriate joint, cluster and/or interdisciplinary faculty members

OR

- Interdisciplinary Review Committee (appointed by the dean of the home department's college), with the following representation from the home and joint department, cluster, and/or interdisciplinary area:

### **Plan for Post-Tenure Review (Tenured Faculty Only)**

The head of the home department will conduct the process of post-tenure review using (check one)

- The home department's Post-Tenure Review Committee, according to that department's and college's post-tenure review policy, with written feedback from appropriate joint, cluster and/or interdisciplinary faculty members

OR

- Interdisciplinary Post-Tenure Review Committee (appointed by the dean of the home department's college), with the following representation from the home and joint department, cluster, and/or interdisciplinary area:

### **Mentoring Committee (Assistant or Associate Professors)[Recommended]**

The Mentoring Committee will be composed of:

Date on which the plan was shared with the DVF: [                                  ]

Signed by:

Faculty  
Member \_\_\_\_\_  
Date:

Head of Home  
Department \_\_\_\_\_  
Date:

Head of Joint Department, if  
Applicable \_\_\_\_\_  
Date:

Cluster Coordinator or Representative of Interdisciplinary Area, if  
Applicable \_\_\_\_\_  
Date:

College  
Dean \_\_\_\_\_  
Date:

Reviewed by Provost's Office (for joint or interdisciplinary appointments within one college)

\_\_\_\_\_  
Date:

OR

Approved by Provost (for appointments in more than one college)

\_\_\_\_\_  
Date:

## **Relevant Policy**

### **POL05.20.01 Appointment, Reappointment, Promotion and Permanent Tenure**

<http://policies.ncsu.edu/policy/pol-05-20-01>

#### **6.3.1 Joint Appointments**

a. In the case of joint appointments, in which portions of the faculty member's salary come from more than one department, one department will be designated by the college dean(s) as the home department, usually the department with the higher percentage than the other appointing department(s), and will be responsible for appointment procedures. Based on agreement among the department heads and dean(s), the appointment will be approved by the home department with input from the DVF of the other appointing department(s).

b. At the time of the appointment and in consultation with the faculty member, the Department Heads shall develop a written plan for how annual reviews and reappointment, promotion, and tenure reviews will be conducted to ensure input from the appointing department(s). The plan will be shared with the DVF of each department and will be approved by the Dean(s) of the appointing departments.

c. The faculty member will be a DVF member in the home department when required rank and tenure are achieved. The DVF of other department(s) in the joint appointment will stipulate at appointment whether the faculty member will be a DVF member when required rank and tenure are achieved and whether he or she will have voting rights in other department affairs.

#### **6.3.2. Interdisciplinary Appointments**

a. In the case of an appointment in which the work of the appointee is expected to be substantively interdisciplinary, the head of the faculty member's home department shall receive recommendations from tenured faculty of appropriate rank outside the department who are familiar with the interdisciplinary focus and activities of the faculty member, including the coordinators (s) of interdisciplinary program(s) to which the faculty member will be assigned. This may be achieved in either or two ways: (1) with input by appropriate interdisciplinary faculty members in the deliberations of the DVF or (2) by the Dean's creation of an interdisciplinary search committee made up of faculty from the home department and appropriate interdisciplinary faculty members to recommend the appointment.

b. At the time of the appointment and in consultation with the faculty member and the coordinators (s) of interdisciplinary program(s) to which the faculty member will be assigned, the Department Head shall develop a written plan for conducting annual reviews and reappointment, promotion, and tenure reviews that include input from faculty outside the department who are familiar with the interdisciplinary focus and activities of the faculty member. This plan will be shared with the DVF and approved by the Dean and, if the appointment is in more than one college, by the Provost.

## **7. PROCEDURES FOR REAPPOINTMENT, PROMOTION, AND CONFERRAL OF TENURE**

7.2.1.3 In the case of joint appointments, the DVF of the home department shall make the recommendation for promotion and tenure based on written input from the DVF(s) of the other appointing department(s) or may conduct a single review by a DVF made up of representatives from each department.

7.2.1.4 In the case of an appointment in which the area of work of the candidates is substantively interdisciplinary, the head of the faculty member's home department shall receive recommendations from tenured faculty of appropriate rank outside the department who are familiar with the interdisciplinary focus and activities of the faculty member. This may be achieved in either of two ways: (1) through written input by appropriate interdisciplinary faculty members in the deliberations of the DVF or (2) through the Dean's creation of an interdisciplinary review committee made up of faculty from the home department and appropriate interdisciplinary faculty members; interdisciplinary review committees shall be appointed in consultation with the candidate, the Head of the home department and other faculty familiar with the faculty member's interdisciplinary area and approved by the Provost.

### **REG 05.20.04 - Post Tenure Review of Faculty**

<http://policies.ncsu.edu/regulation/reg-05-20-04>

## **4. JOINT AND INTERDISCIPLINARY APPOINTMENTS**

4.1 In the case of joint appointments or appointments in which the work of the faculty member under review is substantively interdisciplinary, the home department will be responsible for conducting the review. Consultation will take place as described in the plan for review developed in the first year of the appointment. (See NCSU POL05.20.01 - Appointment, Reappointment, Promotion and Permanent Tenure).

Based on this plan, the home department may conduct a single post-tenure review by a peer review committee made up of DVF from the home department, with written input from the department head(s) from the other appointing department(s) or the coordinator(s) of interdisciplinary program(s) to which the faculty member has been assigned. Alternatively, the review may be conducted by an interdisciplinary peer review committee appointed by the Dean and made up of faculty from the home department and appropriate interdisciplinary faculty members. The department head of the home department will be responsible for communicating the results of the review to the faculty member and, for faculty found not to meet expectations, coordinating the creation and implementation of the development plan.

4.2 If the faculty member has requested and been approved for an administrative review (see Section 5.3), the Department Head of the primary department must consult with the other head(s) or chair(s) for the departments involved.