

**BLUEFIELD STATE UNIVERSITY  
BOARD OF GOVERNORS  
POLICY NO. FC-403C**

**FACULTY EVALUATION**

**SECTION 1. GENERAL**

- 1.1 This policy relates to faculty evaluation, post tenure review and grounds for dismissal
- 1.2 Effective Date: August 4, 2022

**SECTION 2. FACULTY EVALUATION**

- 2.1 **Annual evaluation.** Each year, every faculty member shall receive a written evaluation of his or her performance as it relates to their responsibilities. Such evaluation shall include an evaluation of the faculty member's ability to achieve excellence in each of the following areas:

- (a) teaching;
- (b) professional and scholarly activities and recognition;
- (c) accessibility to students;
- (d) adherence to professional standards of conduct;
- (e) service to the University, college, school and department;
- (f) active promotion of his or her field of study;
- (g) student recruitment;
- (h) service to the community and the people of West Virginia;
- (i) other experience in higher education at the University; and
- (j) professional growth.

- 2.2 **Post-tenure review.** At the end the third annual appointment following his or her award of tenure, using the same standards by which tenure is initially awarded, all tenured faculty members shall demonstrate that they have maintained or exceeded performance of the criteria set forth in section 3.3 of Board of Governors Policy FC-403B.
- 2.3 **Administrative procedures.** The President shall establish by administrative procedure the process by which (1) annual evaluations required under section 2.1 and (2) post-tenure review required under section 2.2 shall be conducted.

**SECTION 3. TERMINATION**

- 3.1 **Causes for termination.** The President may terminate the appointment of a faculty member during the course of the appointment for one or more of the following causes:

- 3.1.1 Demonstrated incompetence or dishonesty in the performance of professional duties, including but not limited to academic misconduct;
  - 3.1.2 Conduct which directly and substantially impairs the individual's fulfillment of institutional responsibilities, including but not limited to verified instances of sexual harassment, or of racial, gender-related, or other discriminatory practices;
  - 3.1.3 Insubordination by refusal to abide by legitimate reasonable directions of a supervisor or administrator;
  - 3.1.4 Physical or mental disability for which no reasonable accommodation can be made, and which makes the faculty member unable, within a reasonable degree of medical certainty and by reasonably determined medical opinion, to perform assigned duties;
  - 3.1.5 Substantial and manifest neglect of duty;
  - 3.1.6 Failure to return at the end of a leave of absence;
  - 3.1.7 Failure to notify the President of activity for pecuniary return outside the scope of his or her appointment; and
  - 3.1.8 Failure of a tenured professor to maintain the standards set forth in section 3.3 of FC-403B.
- 3.2 **Nonrenewal.** It is a condition of all tenure-track and fixed term appointments that the faculty members serve at the will and pleasure of the President and that upon the expiration of the term of a faculty member's contract that the President possesses the discretion whether or not to renew such appointment for subsequent terms.
- 3.3 **Termination due to program reduction, elimination or deficient program performance.** Following a program review, the President may terminate the appointment of a tenured, tenure-track or fixed term faculty member due to a reduction or discontinuance of a program or a finding that such program's performance is deficient as measured by metrics required under section 2.3 of Policy AC-201, Academic Objectives.
- 3.4 **Termination due to financial exigency.** The President may terminate the appointment of a tenured, tenure-track or fixed term faculty member pursuant to a declaration of financial exigency under Board of Governors Policy BG-106.
- 3.5 **Contract payments required.** A faculty member who is terminated for reasons other than those set forth in sections 3.1 and 3.4 shall be entitled to payment for the balance of term of appointment.

3.6 **Administrative procedures.** The President shall establish by administrative procedure the process by which a faculty member may be terminated.