

IMPERIAL VALLEY COLLEGE
TENURE REVIEW EVALUATION CHECKLIST AND RECOMMENDATIONS

Please complete this form for each year of the candidate's tenure review.

TO: Vice President for Academic Services/Vice President for Student Services

FROM: Individual Tenure Review Committee for \_\_\_\_\_
Candidate

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

This is to certify that the required procedures of Tenure Review have been completed for the above faculty member.

YEAR of Tenure Review (please check) [ ] ONE [ ] TWO [ ] THREE [ ] FOUR

Tenure Review Events

Events are Completed (please check)

- 1. Orientation Meeting with Candidate
2. Candidate's Self-Assessment
3. Observations by Committee
4. Student Evaluations
5. Evaluation of Duties & Responsibilities
6. Final Tenure Review Meeting

First or Second Contract, Years One or Two
Evaluation Summary

Employment Recommendation

- Exceeds Expectations
Satisfactory
Needs Improvement
Unsatisfactory

- Committee recommends immediate tenure
Committee recommends additional contract
Committee recommends additional contract with remediation
(must attach Remediation Plan of Action, Form Q)
Committee does not recommend re-employment

Third Contract, Year Three
Evaluation Summary

No Employment Recommendation is usually made during this
period

- Exceeds Expectations
Satisfactory
Needs Improvement
Unsatisfactory

- Committee recommends immediate tenure
Must attach Remediation Plan of Action, Form Q

**Third Contract, Year Four  
Evaluation Summary**

- \_\_\_\_\_ Exceeds Expectations
- \_\_\_\_\_ Satisfactory
- \_\_\_\_\_ Needs Improvement
- \_\_\_\_\_ Unsatisfactory

**Employment Recommendation**

- \_\_\_\_\_ Committee recommends tenure
- \_\_\_\_\_ Committee recommends tenure
- \_\_\_\_\_ Committee recommends tenure with remediation  
(must attach Remediation Plan of Action, Form Q)
- \_\_\_\_\_ Committee does not recommend re-employment

\_\_\_\_\_  
Candidate

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department Chair or Faculty Designee

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Peer Faculty Member

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Administrative Member

\_\_\_\_\_  
Signature