Biennial Salary Review

- Every two years for continuing appointments
- Documents must be submitted by Jan 15 for previous two years
- 0.0, 0.5, 1.0, 1.5, or 2.0 steps awarded for each of two years (on Sep 1\textsuperscript{st})
- Vast majority of faculty receive 1.0 or 1.5
- Departmental average cannot be more than 1.3 steps, and steps awarded are affected by the performance of everyone in the cohort;
- Cohort includes tenure-track faculty

Teaching Appointments Review Committee (TARC)

- Comprised of Tenure & Promotion Committee (TPC) + 1 teaching faculty representative elected by the teaching faculty in the department
- Alternate elected in case of a conflict or apprehension of bias (if a potential issue, contact SFUFA for advice)
- Evaluation process according to Salary Policy A20.01 except for the following covered in A12.01:
  - Response to 0.5 or 0.0 merit step assessment
  - Performance probation (resulting from unsatisfactory biennial reviews)
  - Termination procedure (for successive unsatisfactory performance evaluations, including after probationary period)
After the TARC Recommendation

- 10 days to respond to the Dean after receiving TARC recommendation
  - Opportunity to clarify, correct, add information, and/or make a case before Dean’s decision
- 10 days to appeal to VPA if Dean’s recommendation is 0.0 or lower than TARC’s recommendation
- SFUFA is available for advice at any and all stages of the review process (Please contact us as soon as possible. Time is short!)

In those rare cases where an assessment is less than 1.0 . . .

- Contact Faculty Association for assistance
- If unsatisfactory assessment follows two consecutive satisfactory reviews, faculty expected to take steps to remedy
- If less than 1.0 in one or both previous reviews, faculty must receive written notice of unsatisfactory aspects, expected standards, and criteria for measuring performance
Performance Probation

- This form of probation is extremely rare.
- Teaching faculty who receive unsatisfactory reviews should be working with SFUFA long before this point is reached!