

## **Memo to Deans and Heads**

**Subject: UT Annual Evaluation in the Three Years prior to a Scheduled Retirement**

1. In the broader university world, it is well established that the average performance of faculty members declines somewhat in the three years prior to retirement. While decline to unsatisfactory levels is rare, and while significant numbers of faculty show no decline whatsoever, there exists a common pattern of decline of energy, of easing off in voluntary value-added activities, and of a natural reluctance to take on new or unfamiliar tasks.
2. A case could thus be made that customary criteria for performance assessment should be interpreted in a somewhat generous way when applied to faculty members in the last three years prior to retirement. Indeed, a faculty member whose performance remains strong in that period is to be highly prized.
3. In the federal setting there is no mandatory retirement, so that it is normally difficult to know when a faculty member is within the three years prior to retirement. However, in certain cases, faculty members have planned sufficiently in advance to be able to ascertain a retirement date well in advance. Faculty members who have signed the forms establishing a future retirement date thus constitute a subset to whom the concepts in paragraph 2 above could be applied.
4. Despite the fact that the annual faculty assessment report (FAR) provides for extensive text appraising all aspects of the role of the faculty member, including teaching, research and service, it does ultimately provide for a single consolidated rating which is used (among other things) for compensation purposes, and for which the available bins are "unsatisfactory", "satisfactory", "superior" and "distinguished". However, an overall rating of "satisfactory" does not necessarily mean that the member is satisfactory in each of all three aspects (teaching, research, service). Indeed, persons who are satisfactory in two, and less than satisfactory, but not dangerously so, in the third, would usually achieve an overall rating of "satisfactory". Furthermore, the rating "superior" would often include a certain number of members who were judged superior because they were satisfactory in every one of the three roles (teaching, research, service), judged separately.
5. Given the realization that maintaining high performance in the three years prior to retirement requires extra effort, faculty members who have already executed the forms which establish a retirement date and who are within three years of that date shall be evaluated overall as "superior", provided that their performance in each of teaching, research and service, assessed separately, is satisfactory or better.
6. By way of definition, the informal term fully satisfactory can be used to describe someone who is satisfactory in all three areas. This is not a rating, but merely conveys the additional information that all three areas separately meet the standard, and that there are no trade-offs.

*This standing local policy shall be promulgated as of the date of the signing of a collective agreement between TB & CMEFA for the period beginning July 1, 2007.*

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