



## Summary Guide for SIXTH-YEAR RECONSIDERATION FILES

Fifth-year faculty who were not reappointed for a seventh year, may apply for a Reconsideration Review in the Fall cycle of their sixth year. **The procedure followed is the same as that set forth for the full Fifth-Year Review.**

- A. **Grounds for Reconsideration Review:** A faculty member who meets any of the following criteria is eligible for reconsideration review.
  - a. The candidate was a mid-year hire whose Fifth-Year review took place after four years of teaching at Stockton, or the candidate was originally appointed as a XIII-D, XIII-M or XIII-O faculty member and subsequently became tenure track.
  - b. During the Fifth-Year Review Process, there was a positive recommendation for tenure by any level of review.
  - c. By the closing of files for the Fall cycle, the candidate will be able to document new accomplishments in scholarship/creative activity and/or service during the period since the Fifth-Year process that will provide new evidence of the candidate's meeting the standards for tenure and promotion to the rank of Associate Professor.
- B. **Timing:** The review process is initiated by the faculty candidate notifying the Dean, in writing, that s/he is requesting a reconsideration review and indicating the grounds for that request. This letter must be received by the Dean by September 15 of the candidate's sixth year.
- C. **File:** The faculty candidate should submit a clear and brief statement explaining why s/he believes s/he meets the standards for tenure and promotion (new self-evaluation) and submit as links or in appendices appropriate new and additional documentation.
- D. **Review Process:** The reconsideration review replicates steps of the **full Fifth-Year Review.**

### [PERSONNEL CALENDAR:](#)

To access deadlines for closing of files, click on the Personnel Calendar link above. Underneath the colored checklist on the right side of the screen, click "none". This will remove all the check marks. Find the year related to your file and click the check box. This will pull dates specific to your year.

**DISCLAIMER:** *This document provides a summary of information contained within the locally-negotiated [Memorandum of Agreement \(MOA\) Faculty Evaluation Procedures \(2015\)](#) and [Faculty Evaluation Policy \(2016\)](#). As such, it serves only as a resource from the Center for Teaching and Learning Design, and all faculty members have full responsibility for thoroughly reading and understanding the official terms. In addition, it is the responsibility of the employee to clearly understand the expectations of University, School, and Program Standards as it pertains to your position for potential tenure and/or promotion.*



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It is recommended to attend Sixth-Year Reconsideration consultations with the Center for Teaching & Learning Design while composing your file. It is also recommended to seek additional support from your union.

You may also find additional assistance for file construction and tenure from assigned mentors, file reviewers, your program, and school. Please do not hesitate to utilize the many resources at your disposal!

[Center for Teaching and Learning Design \(CTLD\)](#)  
[Stockton Federation of Teachers \(SFT\)](#)

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