

## **6. PTR Committee's Conclusions and Report**

The PTR Committee is charged to review the faculty member's performance during the review period and to conclude whether the faculty member's performance satisfies the expectations for the faculty member's discipline and academic rank. All conclusions and recommendations shall be adopted upon the vote of a simple majority of the PTR Committee. No member of the PTR Committee may abstain or recuse themselves from voting. Based on the judgment of its members, the PTR Committee must conclude either:

- That the faculty member's performance satisfies the expectations for the faculty member's discipline and academic rank; or
- That the faculty member's performance does not satisfy the expectations for the faculty member's discipline and academic rank.

The committee must report its conclusions and recommendations in writing using a standard format prepared by the Provost, including (a) an enumeration of the vote, (b) the supporting reasons for its conclusion, (c) a dissenting explanation for any conclusion that is not adopted unanimously, (d) an identification of any incongruences observed between the faculty member's performance and his or her annual evaluations, (e) a statement of any additional concerns identified or actions recommended, and (f) if applicable, an identification of areas of extraordinary contribution and/or performance.

The detailed PTR Committee report shall be sent by the PTR Committee chair to the dean of the respective college. The dean shall attach to the report their recommendation to accept or reject the PTR Committee's determination, including their justification for that recommendation. Within thirty (30) days of the receipt of the report, the dean shall provide the report and their recommendation to the faculty member, department head, and Provost.

Upon receipt of the report from the dean, the faculty member and department head shall have thirty (30) days to provide independent written responses to the PTR Committee report and the dean's recommendation.

After receipt of faculty member and/or department head responses, or confirmation that no response(s) will be provided, the Provost shall review the report, the dean's recommendation, and any response(s) before making a final decision on the faculty member's performance during the review period.

All of the aforementioned documents (the PTR Committee report, the dean's recommendation, any faculty member response, any department head response, and the Provost's final decision) shall be retained in UTC Faculty Records. A summary of all PTR decisions will be compiled and submitted electronically to the University of Tennessee Office of Academic Affairs and Student Success.

## **7. Appeal**

Within thirty (30) days of receipt of the final decision by the Provost, the faculty member may appeal any conclusion with which the faculty member disagrees. The procedure for appeal is described in Section 5.3. of this Handbook. The decision of the Chancellor on an appeal shall be final and not be appealable to the President.