

5.9 PROFESSIONAL GROWTH PLANS FOR TENURE-TRACK FACULTY

In accordance with section 7.2.1 of the *Faculty Handbook*, all tenure-track faculty shall prepare a Professional Growth Plan (PGP) in consultation with his/her Department Head/Division Director (DHDD). The PGP, at minimum, shall cover the period of the probationary appointment up to the Preliminary Tenure Review (PTR). PGPs are reviewed as part of *any* faculty evaluation, including the PTR. As such, it constitutes an early step in the promotion and tenure process.

The PGP should define the academic/intellectual “program” of the tenure-track faculty member, the area that she/he intends to develop in the initial stage of their professional career at CSM. The PGP should address goals, objectives and specific projects planned to advance these goals and objectives within the categories of teaching, research/scholarship, and service.

As deemed desirable/necessary, the PGP may be modified from time to time in consultation with the DHDD and submitted to Academic Affairs (AA).

The PGP shall be transmitted by the DHDD to the Associate Provost who shall review the document acknowledging its receipt and posing any questions and offer any suggestions emerging from this review. The document shall then be reviewed by the Provost. The PGP shall be filed in the individual’s personnel file in AA.