



TENURE-SYSTEM FACULTY

MID-CAREER REVIEW

The college offers a formative review of mid-career progress to tenured associate professors in their third year (or beyond) in rank so they receive accurate, actionable, and timely feedback of progress towards promotion to full professor. The process achieves 2 goals:

1. It clarifies **expectations** for promotion to full professor.
2. It provides **accurate, actionable, and timely feedback** to guide mid-career faculty towards promotion.

+ **Due date:**

Due to NatSci.RPT@msu.edu by **September 30**.

+ **Process:**

The review starts in the unit as part of the normal annual performance review and moves to the college for its formative review and to receive constructive feedback.

1) **Unit's annual review and feedback**

Review: Enhanced with a 2-5 page reflective essay mirroring the [RPT reflective essay](#) and describing:

- Progress in research, teaching, service and leadership since last promotion
- Plans to grow scholarship, instructional impact, and service/outreach
- Contributions to upholding the [University's core values](#) of conduct and behavior, and the enablement of a culture and climate that is respectful of all individuals and that promotes inclusive excellence.

Written feedback: The faculty receives written feedback about annual performance AND progress towards promotion to full professor

2) **College's review and feedback**

By September 30, the unit submits to the college (NatSci.RPT@msu.edu) a **single, bookmarked PDF file** containing:

1. Letter from chair/director evaluating faculty's progress towards full professor (RPT style)
2. Reflective essay (2-5 pages)
3. Updated CV
4. Annual review materials since last promotion

College review: The [NatSci RPT committee](#) reviews mid-career dossiers (typically in October-November) and evaluates whether the standards for promotion are met or growth is still needed in certain areas.

Written feedback: The college provides *written feedback* to the faculty member and their supervisor about mid-career progress and enhancements that may be needed to meet the standards for promotion to full professor.

+ **Guidelines & policies**

- Extended guidelines in the [NatSci Mid-Career Review website](#)
- [NatSci Mid-Career Review Policy](#)

