



Mid-Career Faculty Review policy¹

Summary

The college's Mid-Career Faculty Review Policy emphasizes the importance of reviewing the progress of all tenured associate professors in their third year in rank so they receive accurate, actionable, and timely feedback of progress towards promotion to full professor. Faculty who are beyond their third year are also encouraged to participate in this heightened review process.

To reduce the burden of preparing the review packets, the process is designed to be compatible with the faculty's annual review.

Evaluation criteria and timeline

NatSci and MSU policies on faculty annual review and on [Reappointment, Promotion, and Tenure \(RPT\)](#) provide a framework to guide tenured associate professors towards promotion to full professor. This framework sets clear goals and expectations for this promotion, such as:

- Sustained **disciplinary excellence** and outstanding achievements across the mission, consistent with performance levels at peer universities.
- Evidence of **leadership** within the department, college, and institution, and of contributions to a flourishing intellectual life for those in the broader discipline, unit, college and Institution.
- Sufficiently long **record for predicting capacity** to continue to grow as a national or international expert and to sustain long-term, high-quality professional achievement and University service.
- Commitment to the highest standards of **conduct and behavior**, and contributions to a **culture and climate** that is respectful of all individuals, consistent with MSU's core values.

Although there is no timeline for the review of tenured associate professors, it is important to provide timely feedback to prevent delays in career progression and ensure professional success and impact. The college addresses this need by providing a formative, constructive review of mid-career progress to tenured associate professors. The process achieves two goals:

1. It clarifies college and institutional **expectations for promotion to full professor**.
2. It provides **accurate, actionable, and timely feedback** to guide progress of tenured associate professors towards promotion to the next rank.

Timeline

The mid-career review is designed to augment the annual review with a reflective essay by the faculty mirroring the [RPT reflective essay](#). This approach fosters productive conversations about academic progress and supportive needs that may be needed at such a critical time in the faculty's career.

- Mid-career packets are due to the college (NatSci.RPT@msu.edu) by September 30.

¹ Updated by Gemma Reguera (NatSci Associate Dean for Faculty Affairs and Development) on 08/26/2025

- Faculty and their supervisors receive written feedback from the college late in the fall or the following spring.

Process

To reduce burden on faculty and supervisors, the mid-career review is designed to augment the annual review with a reflective essay mirroring the [RPT reflective essay](#). This approach fosters productive conversations about academic progress and supportive needs that may be needed at such critical time in the faculty's career.

1) Faculty's submission of annual review materials²

Tenured associate professors in their third year in rank augment their annual review materials with a reflective essay (2-5 pages) 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.

2) Unit's review and feedback

The unit reviews the reflective essay with the rest of the annual review materials following their standard process but enhanced to assess progress towards promotion to full professor.

The faculty's supervisor provides to the faculty written feedback about:

- *growth* in the faculty's record in research, teaching and service/leadership since achieving tenure
- *significance and impact* of the faculty's scholarship and plans in all assigned duties
- contributions to [MSU's core values](#) of conduct, behavior, culture and climate
- *performance areas* requiring additional growth to meet promotion expectations

3) College review

The unit submits to NatSci.RPT@msu.edu by September 30 a **single, bookmarked PDF file** containing:

- Letter from the supervisor evaluating faculty's progress towards full professor promotion (RPT style)
- Reflective essay (2-5 pages)
- Updated CV
- Annual review materials since last promotion

The NatSci RPT committee will review the dossier (typically October-November) and assess whether the standards for promotion are met or growth is still needed in certain areas.

The college (typically the Associate Dean for Faculty Affairs and Development) will provide written feedback to the faculty member and their supervisor about progress toward promotion to full professor.

² If a faculty member is undergoing review for promotion to professor that year (which is rare), the usual RPT process will take place in lieu of the mid-career review.