

DATE: April 2, 2021

TO: Administrators and All Faculty

FROM: Liesl Folks, Ph.D., M.B.A., Senior Vice President for Academic Affairs and Provost
Andrea Romero, Ph.D., Vice Provost for Faculty Affairs

RE: Five-Year Reviews of Administrators

Dear Colleagues,

In Fall 2020 we paused the Five-Year Review process for administrators as we managed through the unusual challenges wrought by the pandemic. We are writing now to re-start that process, as we emerge from the pandemic and look forward to a relatively normal academic year ahead.

The Five Year Review policy for administrators can be found in full at [UHAP 5.3](#). A key goal of Five-Year Reviews is to provide an opportunity to assess long-range goals and objectives. Now is an opportune moment for administrators to review their progress and performance to-date and explain their unit's plans for the next three-to-five years.

Note that the self-study should cover the entire period since either the date of appointment as an administration or the date of the previous Five-Year review.

Faculty Affairs has prepared new guidelines for implementation of the Five-Year review that are attentive to transparency, shared governance, efficiency and consistency. These guidelines have been modified with input from Deans, department heads/directors, and general faculty. You can find those [guidelines here](#).

A five-year review is not required nor anticipated if an administrator will not be renewed in accordance with the process outlined in [Section 5.4](#). In unusual circumstances, the faculty of a college or department or a supervising administrator may wish to initiate a review of a designated administrator prior to the next scheduled five-year review; more details on this process can be found under UHAP 5.3.04. For any additional questions please contact Vice Provost of Faculty Affairs Andrea Romero, romeroa@arizona.edu.