


## MEMORANDUM OF UNDERSTANDING: SENIOR INSTRUCTOR REVIEW TIMELINE

- 1) Senior instructor merit review will be phased in over three years by time-in-rank, beginning during AY 2024-25 and ending in AY 2026-27. All faculty serving their sixth year in the senior instructor rank by AY 2026-27 will participate in the phase in.
- 2) All senior instructors who were part of this phase in process will be eligible for merit review again six years after their first senior instructor merit review.
- 3) The pool of eligible senior instructors will be divided into three tiers by seniority in rank. Tier 1 consists of all faculty who were senior instructors as of Sept. 16, 2012. Tier 2 will consist of all faculty who achieved senior instructor rank between Sept. 16, 2013, and Sept. 16, 2017. Tier 3 will consist of all faculty who achieved senior instructor rank between Sept. 16, 2018, and Sept. 16, 2021.
- 4) Faculty in Tier 1 will undergo merit review in AY 2024-25. Faculty in Tier 2 will undergo merit review in AY 2025-26. Faculty in Tier 3 will undergo merit review in AY 2026-27.
- 5) All senior instructors will have the length of their commitment adjusted as of Sept. 16, 2024, to ensure that the third year of their three-year commitment aligns with the year in which their assigned Tier undergoes senior instructor merit review.
- 6) For more information on the merit review timeline, including what commitment type each senior instructor can expect to receive in AY 2024-25, visit:  
<https://wwu2.sharepoint.com/sites/FacultyRelations/SIMerit/Lists/Merit%20Review%20Schedule>.  
Any senior instructor who is unable to locate their information or who has questions about what is posted there can contact Austin Cooper, Director of Faculty Relations.

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Signed and Dated this 18<sup>th</sup> day of March, 2024.

Western Washington University



By: Sabah Randhawa

Title: President

United Faculty of Western Washington  
University



By: Peter Pihos

Title: President, UFWW