ADVANTAGES AND DISADVANTAGES OF METHODS FOR MANAGING PROMOTION AND TENURE REVIEW

	ADVANTAGES	DISADVANTAGES AND RISKS
Traditional Paper-Based Systems	» Familiar to all faculty and administrators » Avoid time spent on change management	» Large amounts of faculty and administrator time wasted on low-value tasks » Faculty must be on campus to work » Relatively weak security and weak protection from data loss from disasters in the physical environment » No way to reuse information to save faculty work in annual reviews and faculty activity reporting
Standard File-Sharing Platforms	» Low/no up-front costs » Fast ramp-up » Strong protection against cyber attack and data loss	» High risk of sensitive information being compromised through human error, including user downloads » Difficult for faculty to use; lowest user satisfaction of all methods » Place high/unsustainable burdens on administrators » Little/no value beyond process of executing reviews » High switching costs/loss of faculty support
Software Solutions Customized to P&T Review	» Strong data security, including safeguards against human error » Interface and workflow tools designed for the unique demands of promotion and tenure review » Can serve functions beyond P&T file management: ensuring equity, forecasting resources, annual reviews » Can save large amounts of faculty and staff time by repurposing information from reviews for a broad range of faculty activity reporting	» Slower ramp up; need to evaluate providers and secure budget » Substantial variation in features for security and ease of use make careful evaluation critical
Home-grown Digital Solutions	» Can be designed to the exact specifications of the institution	» Typically cost more to build and maintain than third-party solutions » Few institutions are able to sustain the ongoing innovations that prevent the tool from becoming obsolete » Often have a single point of failure; can't be sustained if key party is out or leaves institution