**2023 Annual Faculty Evaluation**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tenure Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present Rank \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Rank Assigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Near the end of the academic year, each Department Chair / School Director will evaluate the performance of every faculty member in that department. Prior to completing the rating form, the chair/director should work with the faculty member to summarize annual accomplishments in the areas of responsibility agreed to in the Annual Goals & Planning Document (AGP) as well as other relevant data.*

**Please DO NOT mark your ratings on the lines between the columns. You MUST indicate your ratings IN the appropriate box**

 **Contribution to University Mission**

|  |  |  |
| --- | --- | --- |
|   | Chairperson's Ratings 1 |   |
| Outstanding2 | High3 | Good3 | Acceptable3 | Unacceptable2 |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |

**Degree of**

**Emphasis:**

**Teaching**  ( )

**Advisement** ( )

**Research/Scholarship/Creative Activity** ( )

**Service/Outreach** ( )

**Administration** ( )

**Other (detailed in comments)** ( )

 **OVERALL**

|  |  |
| --- | --- |
|  | **DEAN'S OVERALL RATINGS(**4) |
|  |   |   |   |   |

Comments of Chairperson:( 5)

 Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments of Faculty Member:

 Signature:(6) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments of the Dean:

 Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Evaluation by the chairperson/director shall be with respect to all faculty in the department.
2. Entries in these categories must have supporting documentation attached. An overall rating of unacceptable must be supported by ratings of unacceptable in a major portion of the faculty member’s load or by documentation of significant problems in the “other” category.
3. A majority of the faculty in each department should have an overall rating in one of these categories.
4. Evaluation by the Dean shall be with respect to all faculty in the college.
5. For tenure-track faculty, the chairperson/director shall (after consultation with the tenured faculty) comment as to whether or not the faculty member is making satisfactory progress toward achieving tenure and shall make suggestions for improvement relative to this goal. A copy of the tabulation of the tenure-track review ballots (including areas of strength and weakness) and the typed version of the tenured faculty members’ comments shall be attached to this form.
6. Indicates that faculty member has read and received a copy of this evaluation and has been given an opportunity to discuss the evaluation with the chairperson/director. A copy of the evaluation shall be given to the faculty member after the dean’s comments are completed.