

ANNUAL FACULTY PERFORMANCE EVALUATION COVER SHEET

Faculty Name: _____ **Department:** _____

Evaluation Period: _____ **College:** _____

This cover sheet reflects the process outlined in the "Faculty Merit Pay" section (Senate Bill 14-A-38) of the Faculty Handbook. See reverse side for illustration of the annual performance evaluation process. Please use this sheet as the cover for the packet of materials moving through the various levels of the annual faculty evaluation process.

Evaluation conducted by: <input type="checkbox"/> Department Committee <input type="checkbox"/> Department Chair	Initial Overall Evaluation: <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Meets Expectations with Reservations <input type="checkbox"/> Does Not Meet Expectations
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Teaching:

Meets Expectations Meets Expectations with Reservations Does Not Meet Expectations
 Attach justification (required for rating other than "Meets Expectations").

Research/Scholarship/Creative Activity:

Meets Expectations Meets Expectations with Reservations Does Not Meet Expectations
 Attach justification (required for rating other than "Meets Expectations").

Service:

Meets Expectations Meets Expectations with Reservations Does Not Meet Expectations
 Attach justification (required for rating other than "Meets Expectations").

All Committee members should sign justification.

 Committee Chair (if reviewed by Committee) Date
 OR Department Chair (if reviewed by Chair)

If Committee conducts evaluation (attach justification):
 I concur.
 I do not concur.

 Department Chair Date

Faculty Member Response:

I concur with this evaluation.
 I do not concur with this evaluation.
 I do not concur with this evaluation and request further review (attach justification).

 Faculty Member Signature Date

This section completed only if Faculty Member requests further review:

College Promotion and Tenure Committee: Concurs with Committee/Chair evaluation.
 (attach justification) Does not concur with Committee/Chair evaluation.

 College Committee Chair Date

Chair Review: Concurs with College Committee recommendation.
 (attach justification) Does not concur with Committee recommendation.

 Chair Date

Dean Review (if Chair disagrees with Committee): Concurs with Chair.
 (attach justification) Does not concur with Chair.

 Dean Date

