

## A&S Tenure-Track Faculty Evaluation Checklist 2017-2018

*To be uploaded in one pdf document to the A&S TRP Blackboard site by the department chair or designee, not by the faculty member being evaluated.*

**Due Date:** Friday, November 17, 2017

**Faculty Member Evaluated** \_\_\_\_\_ **Date Submitted** \_\_\_\_\_

- \_\_\_\_\_ A&S Tenure-Track Faculty Evaluation Checklist (this form)
- \_\_\_\_\_ Recommendation Regarding Reappointment of Non-Tenured Faculty Form
- \_\_\_\_\_ A&S Tenured and Tenure-Track Faculty Evaluation Form
- \_\_\_\_\_ "Page 2" (Position Description Form) of all contracts *since becoming tenure-track*.
- \_\_\_\_\_ Copies of prior faculty evaluation forms (committee letters/forms/etc (not whole packet)
- \_\_\_\_\_ Updated curriculum vitae (order pubs by date and highlight those new for evaluation period)
- \_\_\_\_\_ Candidate's narrative self-evaluation addressing teaching, scholarship, and service (6 pp. max.)
- \_\_\_\_\_ Evidence of accomplishment in research/scholarship/creative activity and service (only provide copies of first page or title page of pubs and copy of program entry for presentations)
- \_\_\_\_\_ Evidence of accomplishment in teaching as follows:
  - \_\_\_\_\_ Department Statement on Teaching Evaluation Policy
  - \_\_\_\_\_ Candidate's narrative self-evaluation of teaching (included in narrative self-evaluation above)
  - \_\_\_\_\_ Documentation of student evaluation of teaching (*in summary form, SELFI summary or equivalent*) for all courses
  - \_\_\_\_\_ At least one other source of evidence from list below. Check all that were evaluated by dept. \*Do not submit original materials (only summaries/reviews) with the file to A&S.
    - \_\_\_\_\_ Formal observation of teaching
    - \_\_\_\_\_ \* Review of course materials
    - \_\_\_\_\_ \* Review of student products
    - \_\_\_\_\_ Other (please specify) \_\_\_\_\_
- \_\_\_\_\_ External letters (if required by department)

\*Changes 2013