

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, USAT or SELF summary or equivalent*) for all courses since hiring.
 - _____ 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