

# A&S Tenured Faculty Evaluation Checklist

Annual Evaluation Covering Academic Year 2017-2018  
Triennial Evaluation Covering Academic Years 2015-2018

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

*The PDF document must be ordered according to the list below. Files not properly organized or that are incomplete will be returned to departments.*

**Due Date:** [Monday, November 19, 2018](#)

**Faculty Member:** \_\_\_\_\_ **Date Submitted:** \_\_\_\_\_

\_\_\_\_\_ A&S Tenured Faculty Evaluation Checklist (this form)

\_\_\_\_\_ A&S Tenured and Tenure-Track Faculty Evaluation Form (use version 3/1/2018 available on A&S website)

\_\_\_\_\_ "Page 2" (Position Description Form) of all contracts for the period under evaluation (for triennial, order most recent Page 2 first)

\_\_\_\_\_ Annual Academic Supplement (*reported via Digital Measures*) (annual only)

\_\_\_\_\_ Updated curriculum vitae (triennial only)

\_\_\_\_\_ 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

\_\_\_\_\_ Documentation of student evaluation of teaching (*in summary form, SELFI summary or equivalent. If using SELFI include Comparative Scores by Factor section*) for all courses.

\_\_\_\_\_ Candidate's narrative/self-evaluation of teaching

\_\_\_\_\_ 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) \_\_\_\_\_