

PERFORMANCE EVALUATION FOR PROMOTION CRITERIA

All faculty members are expected to demonstrate continuous improvement in effectiveness in the classroom and in working with students. To advance in rank, faculty must move from an emphasis on their individual job assignments through an expanded role of participation in division/college, professional, and community activities to demonstrated leadership at all levels of the Institution and active involvement in professional and/or community service. Eligibility for promotion requires a history of positive dean evaluations that document collegiality and contributions to division and college goals.

The decision to recommend for promotion requires committee members to evaluate applicants in each of the following categories and identify strengths and weaknesses based on their past performance as documented in their submitted portfolio. Faculty candidates for promotion must document performance commensurate with the rank sought. Outstanding performance in some categories may balance the opportunity for additional growth in other areas.

Promotion to professor is not a reward for long service, but recognition of superior achievement within the discipline with every expectation of continuing contribution to the College and the larger academic community. Therefore, for this final rank there should be evidence of academic excellence and a high level of responsibility.

NAME OF APPLICANT: _____ **RANK APPLIED FOR:** _____

A. TEACHING (70%)

- 1. Teaching Effectiveness: Effectiveness within the classroom as demonstrated by mastery and currency of discipline content, instructional and student assessment methodologies, and classroom management techniques. (60%)**

Below Average 1 – 20	Average 21 – 40	Excellent 41 – 60	Below Average 1 – 20	Average 21 – 40	Excellent 41 – 60	Below Average 1 – 20	Average 21 – 40	Excellent 41 – 60
<p>Assistant Professor Documented evidence of ability in teaching, including but not limited to evidence of:</p> <ul style="list-style-type: none"> • Increased versatility in courses taught. • Effective use of technology in classes. • Effective use of variety of instructional and assessment methodologies. • Consistently good ratings on most of the statements on the student evaluation. • Sustained record of student success rates that meet or exceed the department averages. • Consistently positive dean evaluations in teaching categories. • Evidence provided that weaknesses identified for improvement in dean evaluations were effective. 			<p>Associate Professor Documented evidence of high quality professional productivity in teaching, including but not limited to:</p> <ul style="list-style-type: none"> • Mastery of most courses in discipline(s). • Demonstrated initiative in developing/adapting methodologies to improve student outcomes. • Consistently good ratings on all of the statements on the student evaluation. • Sustained record of student success rates that meet the department averages. • Dean evaluations demonstrate strengths and breadth of contribution teaching contributions. • Evidence provided that weaknesses identified for improvement in dean evaluations were effective. 			<p>Professor Documented evidence of sustained high quality professional productivity in teaching, including but not limited to:</p> <ul style="list-style-type: none"> • Evidence of teaching excellence and superior contribution to student development. • History of effective and creative innovations in instruction and assessment. • Consistent record of good to excellent ratings on all statements of the student evaluation. • Sustained record of student success rates that meet or exceed the department averages. • Dean evaluations evidence excellence in instruction. • Evidence provided that weaknesses identified for improvement in dean evaluations were effective. 		



2. Curriculum and Program Development: Contributions to enhancement of curricula as demonstrated by involvement in curriculum development, evaluation, and improvement of curriculum and articulation, and efforts to increase overall effectiveness of instruction at course/program level. (10%)

Below Average 1 – 3	Average 4 - 7	Excellent 8 – 10	Below Average 1 – 3	Average 4 - 7	Excellent 8 - 10	Below Average 1 – 3	Average 4 - 7	Excellent 8 - 10
Assistant Professor			Associate Professor			Professor		
<ul style="list-style-type: none"> • Leadership role at department/discipline level for individual courses. • Participation in program/division curriculum and/or articulation initiatives. 			<ul style="list-style-type: none"> • Division-level leadership in division/program curriculum and/or articulation initiatives. • Participation at division level in efforts to improve instruction within courses. 			<ul style="list-style-type: none"> • Leadership role at institution/state levels in curriculum and articulation initiatives. • Divisional leadership to enhance instruction in the division courses. 		

COMMENTS:

Strengths:

Weaknesses:

Final Peer Reviewer Rating:

Teaching: ____ out of 60

Curriculum and Program Development: ____ out of 10

B. SERVICE/OUTREACH (15%)

1. Service to Students: Effectiveness with students outside the classroom as demonstrated by involvement in advising, student assistance, and/or involvement in student extracurricular or class-related activities. (10%)

Below Average 1 - 3	Average 4 - 7	Excellent 8 - 10	Below Average 1 - 3	Average 4 - 7	Excellent 8 - 10	Below Average 1 - 3	Average 4 - 7	Excellent 8 - 10
<p align="center">Assistant Professor</p> <ul style="list-style-type: none"> Completed all advisor training. Involvement with students in extra-curricular activities related to the discipline/division. Proficient in developing individual academic plans for a variety of degrees. Able to assist students in accessing institutional student success resources. Active participation in orienting students. Maintains current advising skills at level expected of rank. 			<p align="center">Associate Professor</p> <ul style="list-style-type: none"> Able to advise students in most disciplines and undecided students. More extensive involvement in extracurricular student activities/student outreach. Knowledgeable regarding the depth and breadth of resources available to support students. Able to assist students in exploring career/academic options. Documented currency in advising via training and applications. Maintains current advising skills at level expected of rank. 			<p align="center">Professor</p> <ul style="list-style-type: none"> Mentor for new faculty advisors. Leadership role in outreach programs to attract/retain students and/or in student extracurricular activities. Documented currency in advising via training and applications. Maintains current advising skills at level expected of rank. 		

2. College, Profession, and Community Service: Contributions to college, profession/discipline, and community initiatives. (5%)

Below Average 1 - 2	Average 3	Excellent 4 - 5	Below Average 1 - 2	Average 3	Excellent 4 - 5	Below Average 1 - 2	Average 3	Excellent 4 - 5
<p align="center">Assistant Professor</p> <p>Documented evidence of service/outreach, including but not limited to evidence of:</p> <ul style="list-style-type: none"> History of service to department and division. Documented active service on institutional committees (Standing or Ad Hoc). Active involvement in community activities for organizations. 			<p align="center">Associate Professor</p> <p>Documented evidence of high quality professional productivity in service/outreach, including but not limited to:</p> <ul style="list-style-type: none"> Documented history of service to profession, department, division, college. Demonstrated ability to provide leadership for institutional initiatives/events/committees. Active involvement in community activities for organizations. 			<p align="center">Professor</p> <p>Documented evidence of sustained high quality professional productivity in service/outreach and evidence of a high level of responsibility, including but not limited to:</p> <ul style="list-style-type: none"> Documented history of involvement and leadership service to profession, department, division, college. Active involvement in community activities for organizations. 		

COMMENTS:

Strengths:



Weaknesses:

Final Peer Reviewer Rating:

Service to Students: _____ out of 10

College, Profession, and Community Service: _____ out of 5

C. SCHOLARSHIP/CREATIVE ACTIVITIES/RESEARCH (5%): Actions taken to enhance mastery of the subject matter, remain current in the discipline, and increase teaching effectiveness and contributions to the discipline/profession and/or the profession of teaching. (5%)

Below Average 1 - 2	Average 3	Excellent 4 - 5	Below Average 1 - 2	Average 3	Excellent 4 - 5	Below Average 1 - 2	Average 3	Excellent 4 - 5
Assistant Professor			Associate Professor			Professor		
Documented evidence of scholarship/creative activities/research, including but not limited to: <ul style="list-style-type: none"> • Continued participation in professional development activities or formal education in discipline or related fields. 			Documented evidence of high quality professional productivity in scholarship/creative activities/research, including but not limited to: <ul style="list-style-type: none"> • Ongoing participation in development activities or formal education in discipline or related fields since last promotion. • Contributions to professional development of other department/division faculty. 			Documented evidence of sustained high quality professional productivity in scholarship/creative activities/research, including but not limited to: <ul style="list-style-type: none"> • Documented evidence of superior scholarly or creative activity. • Evidence of a high degree of academic excellence and responsibility. • Continued participation in development activities in discipline or related fields since last promotion. • Contributions to professional development of institution. 		

COMMENTS:

Strengths:

Weaknesses:

Final Peer Reviewer Rating: _____ out of 5



D. COLLEGIALLY AND CONTRIBUTION TO GOALS (10%): All faculty members are expected to show evidence of good character, mature attitude, and professional integrity and demonstrate a willingness to work effectively with colleagues to support the mission of the Institution and the common goals of both the institution and the academic area. Committee members' evaluation of an applicant's collegiality and ability to contribute to institutional goals will include a review of the dean's evaluations and overall portfolio materials.

Below Average 1 - 4	Average 5 - 7	Excellent 8 - 10	Below Average 1 - 4	Average 5 - 7	Excellent 8 - 10	Below Average 1 - 4	Average 5 - 7	Excellent 8 - 10
Assistant Professor			Associate Professor			Professor		
<ul style="list-style-type: none"> • Good overall evaluation by the division dean. • Displays cooperative team attitude toward work assignments/requirements. 			<ul style="list-style-type: none"> • Consistently good evaluations in all categories by the division dean. • Demonstrate positive contributions to building collaborations. 			<ul style="list-style-type: none"> • Consistently good evaluations in all categories by the division dean. • Willing mentor and exemplar professionalism and collegiality throughout service to the College and communities. 		

COMMENTS:

Strengths:

Weaknesses:

Individual Peer Reviewer Rating: ____ out of 10

(Note: Each peer reviewer independently determines points in each category before discussion with the entire committee.)

Summary Individual Peer Promotion Evaluation:

Evaluation Criterion	Maximum Points per Category	Peer Reviewer's Rating
A.1: Teaching Effectiveness	60	
A.2: Curriculum and Program Development	10	
B.1: Service to Students	10	
B.2: College, Profession, and Community Service	5	
C.1: Scholarship/Creative Activities/ Research	5	
D: Collegiality/Contribution to Goals	10	
Total	100	

Evaluator: _____ **Title:** _____ **Date:** _____



Optional – Additional Comments/Observations:

Copy All Peer Reviewer Ratings to Form C.

Summary Peer Promotion Evaluation (Note: each peer reviewer independently arrived at rating):

Evaluation Criteria	Maximum Points per Category	Peer Reviewer's Rating	Peer Reviewer's Rating	Peer Reviewer's Rating	Committee's Average Rating
A.1: Teaching Effectiveness	60				
A.2: Curriculum and Program Development	10				
B.1: Service to Students	10				
B.2: College, Profession, and Community Service	5				
C.1: Scholarship/Creative Activities/ Research	5				
D: Collegiality/Contribution to Goals	10				
Total	100				

Based upon the committee's review and the candidate's attainment of a score of 85 or above, the committee's average score is _____.