
PERFORMANCE EVALUATION FOR TENURE CRITERIA

The awarding of tenure is recognition of the merit of a faculty member and the assumption that he or she would meet the long-term staffing needs of the department and the Institution. It is awarded to those members of the faculty who have exhibited professional excellence and outstanding abilities sufficient to demonstrate that their future services and performance justify the degree of permanence afforded by academic tenure.

The decision to recommend for tenure requires committee members, to evaluate candidates in each of the following categories and identify strengths and weaknesses based on their past performance and potential for further contributions. Faculty must document satisfactory performance in all of the criteria. Outstanding performance in some categories may balance the opportunity for additional growth in areas.

NAME OF THE CANDIDATE APPLYING FOR TENURE: _____

DEPARTMENT: _____ **DIVISION:** _____

I. TEACHING (70%)

A. TEACHING EFFECTIVENESS (60%) - Effective teaching is an essential qualification for tenure. Tenure shall be granted only with clear and documented evidence of a candidate's teaching ability and potential for continued development. Minimum expectations are demonstrated by:

- Evidence of ability to organize and present subject matter in a logical and meaningful way.
- Evidence of ability to motivate and stimulate creativity in students.
- Appropriate statement of teaching philosophy.
- Mastery of range of courses in discipline.
- Effective use of technology in classes.
- Effective use of a variety of instructional and assessment methodologies to improve student outcomes.
- Effective and ADA accessible course materials.
- Consistently positive ratings on all items of student evaluation of faculty.
- Evidence provided that weaknesses identified for improvement in dean evaluations were effective.
- Demonstrated overall record of student success rates consistent with department averages for all sections taught by both full-time and part-time faculty.



COMMENTS

Strengths:

Weaknesses:

B. CURRICULUM AND PROGRAM DEVELOPMENT (10%) – Contributions to enhancement of curricula as demonstrated by involvement in curriculum development, evaluation and improvement and efforts to increase overall effectiveness of instruction at the course and program level. Minimum contributions include:

- Leadership role in course or program development at the department level.
- Participation in course common assessments.
- Participation in departmental articulation initiatives.
- Participation in departmental program review.
- Leadership role in enhancement of instruction in departmental courses.
- Participation in textbook selection and departmental syllabi revision.

COMMENTS

Strengths:

Weaknesses:

Final Peer Review Rating:

Teaching: ____ out of 60

Curriculum/Program Development: ____ out of 10



II. SERVICE/OUTREACH (15%) – Service to the department/division, and potential for contributions to the Institution, profession and community, and demonstrated willingness and ability to work effectively with colleagues to support the mission of the Institution. Minimum expectations include:

A. EFFECTIVENESS WORKING WITH STUDENTS (5-10%) – Effectiveness with students outside the classroom as demonstrated by involvement in advising, student assistance, and/or involvement in student extracurricular or class-related activities. Minimum expectations include:

- Completed all advisor training, stay current on curricula, and able to advise students in most disciplines and undecided students.
- Evidence of consistent involvement with students in extracurricular activities related to the discipline/division.
- Involvement in outreach activities for students in the entire Columbia State service area.
- Promotion of high impact practices such as workplace learning, undergraduate research, and service learning.
- Proficient in developing individual academic plans.
- Active in orienting students and assisting in accessing the College’s student success resources.

COMMENTS

Strengths:

Weaknesses:

B. COLLEGE, PROFESSIONAL, AND COMMUNITY SERVICE (5-10%) – Contributions to college, profession/discipline, and community initiatives. Minimum contributions must include:

- Documented history of service to the division, college, and profession.
- Participation in formal presentations, lecture series, and performances such as HASS and STEM lectures, Celebrating Our American Heritage, Convocation, and Advisor Training.
- Record active involvement in community activities related to one’s academic discipline or budgeted assignment.



COMMENTS

Strengths:

Weaknesses:

Final Peer Reviewer Rating:

*Service to Students: _____ out of 5-10

*College, Profession and Community Service: _____ out of 5-10

*II.A. and II.B. combined cannot exceed 15.

III. SCHOLARSHIP/CREATIVE ACTIVITIES/RESEARCH (5%)

PROFESSIONAL DEVELOPMENT (5%) – Actions taken to enhance mastery of the subject matter, remain current in the discipline, and increase teaching effectiveness. Minimum expectations include:

Documented history of participation in typical development activities or formal education in discipline or related field to improve effectiveness as a faculty member during probationary period.

COMMENTS

Strengths:

Weaknesses:

Final Peer Reviewer Rating: _____ out of 5



IV. COLLEGIALITY AND POTENTIAL FOR CONTRIBUTIONS TO THE COLLEGE

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 on the Institution and the common goals of both the College and the academic area.

A. Potential to achieve objectives of the faculty member, the division/department and the College (5%) - Minimum expectations are demonstrated by:

- Evidence of potential for further contributions such as developing alternative delivery methods and investigating new courses or programs.
- Consistently good evaluations in all categories by the division dean.

COMMENTS

Strengths:

Weaknesses:

B. COLLEGIALITY (5%) - The faculty member must demonstrate a willingness and ability to work effectively with colleagues and in a professional manner to support the mission of Columbia State and the common goals of the College and the division/department.

- Demonstrates positive contributions to building collaborations.
- Displays cooperative team attitude toward work assignments/requirements.

COMMENTS

Strengths:



Weaknesses:

Individual Peer Reviewer Rating: ____ out of 10.

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

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	5-10	
*B.2: College, Profession, and Community Service	5-10	
C.1: Scholarship/Creative Activities/Research	5	
D.1: Collegiality	5	
D.2: Potential for Contributions	5	
Total	100	

*B1 and B2 combined cannot exceed 15.

Evaluator: _____ Title: _____ Date: _____

Evaluator Signature: _____

Optional - Additional Comments: