Appendix O

EVALUATION FORM FOR TENURED AND TENURE-TRACK FACULTY

Evaluation of: ________________________________

Evaluation as faculty member ( ) Evaluation as department chair ( )

Academic Rank: ________________________________

The categories below evaluate the faculty member's accomplishments during the period January through December ______. In exceptional cases an extension of this period may be made, but reasons for the extension must be fully documented and attached.

<table>
<thead>
<tr>
<th></th>
<th>Below Department Standards</th>
<th>Meets Department Standards</th>
<th>Exceeds Department Standards</th>
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</thead>
<tbody>
<tr>
<td>Teaching and Advising</td>
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<td>Professional Development</td>
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<td>Service to Department,</td>
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<td>School, University and/or</td>
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<td>Community</td>
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<td>Overall Performance</td>
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</table>

NOTES: Any evaluation of “below department standards” results in a "no merit" recommendation; in other words, “merit” recommendation requires ratings of “meets or exceeds department standards” in all three categories.

Merit Recommendation: Requires justification in narrative of Chair’s evaluation.
- No Merit □
- Merit □

Tenure Recommendation: Requires justification from the Tenure Committee, Dept. Chair, and School Dean (Appendix Q).
- 1) Unsatisfactory Progress Towards Tenure □
- 2) Satisfactory Progress Towards Tenure □
- 3) Not Applicable, already tenured □

Chair/Evaluator: ________________________________
Printed Name __________________ Signature __________________ Date ____________

Employee Remarks:

Employee: I have read the above evaluation.

Signature __________________ Date ____________

Revised 10/7/02, 9/03