

**FACULTY  
PERFORMANCE  
ASSESSMENT Fall, 2026**

Name of Faculty Member	Department	College

**INSTRUCTIONS:** This completed form and any comments appended to it by those making the performance assessment constitute the annual evaluation required for all faculty by the Faculty Handbook. The Handbook further requires that the chairperson provide a copy of the evaluation, complete with any comments which may be appended, to the faculty member, that these parties discuss the evaluation and its appendices, and that the chairperson in turn discuss the entire evaluation with the dean. By signing the form the chairperson and the dean attest that these requirements have been fulfilled. This form and the attachments will be shared, when appropriate for decision-making, with the Promotion, Tenure and Renewal Committees.

Please indicate on the scale for each item below your assessment of the faculty member's performance in carrying out assigned responsibilities during the past year. Consider and mark each evaluation criterion independently and support your assessment in each area and its relationship to the overall assessment. Note areas in which the faculty member should place emphasis in the coming year and ways that any deficiencies may be addressed. Your attention is directed to Faculty Handbook, Section II. D. on tenure.

**Performance in each category is measured from a minimum of 1.0 to a maximum of 5.0 and may be marked at any place on the scale. 3.0 represents the minimum satisfactory performance.**

<b>Teaching Effectiveness</b>	1	2	3	4	5
	unsatisfactory performance		satisfactory performance		outstanding performance
<b>Research and/or Creative Production</b>	1	2	3	4	5
	unsatisfactory performance		satisfactory performance		outstanding performance
<b>Professional Service to University &amp; Community</b>	1	2	3	4	5
	unsatisfactory performance		satisfactory performance		outstanding performance
<b>Overall Performance</b>	1	2	3	4	5
	unsatisfactory performance		satisfactory performance		outstanding performance

**CHAIRPERSON'S COMMENTS ON PERFORMANCE ASSESSMENT**

DEPARTMENTAL TENURE AND PROMOTION COMMITTEE: The faculty member made satisfactory progress towards tenure during the past year. Yes  No  Abstain  Voting results:

CHAIRPERSON: The faculty member made satisfactory progress towards tenure during the past year. Yes  No  Does Not Apply  Tenured

Support your assessment of performance and tenure progress decisions with written comments. **Attach and sign your comments.**

I (faculty member) have read this assessment and discussed it with my chairperson. Yes  No

You (faculty member) may make written comments and attach them to this sheet. This must be done within one week of the meeting with your chairperson. **Attach and sign your comments.**

Signature (Faculty Member) \_\_\_\_\_ Date \_\_\_\_\_

I (Chairperson) have discussed all sections of this assessment with the faculty member prior to forwarding it to the Dean.

Signature (Chairperson) \_\_\_\_\_ Date \_\_\_\_\_

(continued on reverse)

## DEAN'S COMMENTS ON PERFORMANCE ASSESSMENT

I have discussed this assessment with the appropriate department chairperson. Yes  No

I Agree with the Assessment. Yes  No

The Faculty Member is Making Satisfactory Progress Toward Tenure. Yes  No  Does Not Apply  Tenured

The dean may make comments about the faculty member's performance or other aspects of this assessment. If the dean's evaluation differs from the chairperson's, a written explanation must be attached and the faculty member must be given the opportunity to append written comments prior to forwarding it to the Provost. Faculty comments must be appended within a week after notification of the differing evaluation is provided to the faculty member.

Signature (Dean) \_\_\_\_\_

Date \_\_\_\_\_