**POST-TENURE COMPREHENSIVE REVIEW**

Name:       CMU 700#:

Academic Department:      Evaluation Period:

Faculty Rank: Choose an item. Years in Rank:

**Note: You must attach your updated vita this document. The vita should include all required elements listed in Section VI of the Professional Personnel Employee Handbook (see pp. VI-7 and VI-8).**

**Provide the numerical results of your annual evaluations for the review period:**

**Year 1**:    **Year 3:**    **Year 5**:    (if applicable)

**Year 2**:    **Year 4**:

**TEACHING**

Provide information on the courses taught during the review period and complete all cells in the table.

|  |
| --- |
| **Course Information** |
| **Academic Year** | **Number of Courses Taught** | **Total Credit Hours Taught** | **Course Evaluation****Median of Medians** | **Course Evaluation****Mean of Means** | **Average Response Rate** |
|       |       |       |       |       |      % |
|       |       |       |       |       |      % |
|       |       |       |       |       |      % |
|       |       |       |       |       |      % |
|       |       |       |       |       |      % |

Have you received a peer evaluation of teaching in the last five years? [ ] Yes [ ] No

 If yes, attach evaluations to this form.

|  |
| --- |
| **List or describe additional teaching accomplishments based on departmental expectations. This could include participation in Center for Teaching & Learning activities, other professional development, course or curricular modifications or improvements, and teaching innovation or improvement. Only list accomplishments for the review period.** |
|  |
|  |
|  |

|  |
| --- |
| **Provide a narrative of your accomplishments in teaching for the review period.**  |
|       |

|  |
| --- |
| **Academic Department Head Evaluation and Comments** |
| **Weight for Teaching** |       % |
| **Evaluation Unsatisfactory (1)** **[ ]** **Below Expectation (2)** **[ ]** **Successful (3)** **[ ]** **Above Expectation (4)** **[ ]** **Exceptional (5)** **[ ]**  | Score (weight x eval)       |
| **Comments**      |

|  |
| --- |
| **VPAA Comments** |
|       |

**RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITIES**

Provide your accomplishments for the review period in research, scholarship, and creative activities aligned with departmental expectations. Not all departments will have expectations in each of the areas listed. It is not required to involve students in your scholarly activity. Add rows as needed.

|  |
| --- |
| **Scholarship Activity** |
| **Scholarship Activity** | **Scholarship Type** | **Does this work involve students? (Not required)** | **Progress (funded, not funded, under review, preparation)**  |
|       | Choose an item. | Choose an item. | Choose an item. |
|       | Choose an item. | Choose an item. | Choose an item. |
|       | Choose an item. | Choose an item. | Choose an item. |
|       | Choose an item. | Choose an item. | Choose an item. |
|       | Choose an item. | Choose an item. | Choose an item. |
|       | Choose an item. | Choose an item. | Choose an item. |

|  |
| --- |
| **List or describe additional research, scholarly, and creative accomplishments based on departmental expectations. This could include pedagogical research, participation in professional activities, or sharing expertise outside the traditional classroom so long as the activity enhances teaching or otherwise contributes to growth in the discipline. Scholarship can also include continued education and professional development activities appropriate to professional assignments. See the *Professional Personnel Employee* *Handbook* for more detail. Only list accomplishments for the review period.** |
|  |
|  |
|  |

|  |
| --- |
| **Provide a narrative of your accomplishments in research, scholarly, and creative activities for the review period.** |
|       |

|  |
| --- |
| **Academic Department Head Evaluation and Comments** |
| **Weight for Research, Scholarly, or Creative Activity** |       % |
| **Evaluation Unsatisfactory (1) [ ]** **Below Expectation (2) [ ]** **Successful (3) [ ]** **Above Expectation (4) [ ]** **Exceptional (5) [ ]**  | Score (weight x eval)       |
| **Comments**      |

|  |
| --- |
| **VPAA Comments** |
|       |

**SERVICE AND ADVISING**

List and describe your service contributions for the review period, which may include those that contribute to the university, your department, your discipline, or the community. Tenured faculty are expected to engage in service and provide leadership in service, commensurate to their experience and areas of interest/expertise. Add rows as needed.

|  |
| --- |
| **Service** |
| **Committee/Group/Activity** | **Service Type** | **Role (e.g., member, chair)** | **Did you attend at least 80% of meetings?** | **On a scale from 1-10, rate your contribution to this activity.** |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |
|       | Choose an item. | Choose an item. | Choose an item. |       |

|  |
| --- |
| **Student Advising, Recruiting, and Orientation Events** |
| **Programs Advised, Recruiting, or Orientation Event**  | **Number of Advisees/Attendees** | **Role (e.g., attended; planned, organized)** | **Semester and/or Year** | **Estimate of time spent** |
|       |       | Choose an item. |       |       |
|       |       | Choose an item. |       |       |
|       |       | Choose an item. |       |       |
|       |       | Choose an item. |       |       |

|  |
| --- |
| **List or describe additional ways you engaged in service.** |
|  |
|  |
|  |

|  |
| --- |
| **Provide a narrative of your accomplishments in service and advising for the review period.** |
|       |

|  |
| --- |
| **Academic Department Head Evaluation and Comments** |
| **Weight for Service & Advising** |       % |
| **Evaluation Unsatisfactory (1) [ ]** **Below Expectation (2) [ ]** **Successful (3) [ ]** **Above Expectation (4) [ ]** **Exceptional (5) [ ]**  | Score (weight x eval)       |
| **Comments**      |

|  |
| --- |
| **VPAA Comments** |
|       |

|  |
| --- |
| **OVERALL RATING** |
| **Overall Teaching Score**  |        |
| **Overall Research, Scholarly, and Creative Activity Score**  |       |
| **Overall Service & Advising Score** |       |
| **TOTAL SCORE** |       |
| **OVERALL RATING** |       |
| **Academic Department Head Comments**      |
| **VPAA Comments**      |

**OVERALL RATING KEY**

**Exceptional:** The Faculty member’s performance is superior, far above what is required. Faculty member consistently exceeds highest standards (451-500 points).

**Above Expectation:** The Faculty member’s performance is consistently above normal expectations and standards (351-450 points).

**Successful:** The Faculty member’s performance is consistent with what is expected and considered acceptable (251-350 points).

**Below Expectation:** The Faculty member’s performance is generally below the minimum requirements for the job (151-250 points).

**Unsatisfactory:** The Faculty member’s performance does not meet minimum job requirements. Lack of improvement may result in disciplinary action (below 150 points).

|  |
| --- |
| **Employee Comments** |
|       |

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Agree [ ]  Disagree [ ]  with my Performance Evaluation.
 (Employee’s Signature)

Date:

Academic Department Head’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

VPAA Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_