

Faculty Self Appraisal

*Faculty Member

*Rank:

*Program:

_____ Annual Review: Tenure Track (indicate year)

_____ Annual Review: Professional Track

*Evaluation Cycle

_____ Post Tenure Review (every 6 years after tenure)

_____ Other (specify):

Evaluation Start/End Dates:

_____ / _____

Evaluation Area

- Considering all aspects of your job, rate how you believe you performed in each area as applicable. The following areas may be optional as determined by your supervisor: Scholarly and Creative Activities, Service, Other Areas for Evaluation.
- Evaluation of Teaching Effectiveness required for tenured, tenure track and non-tenure track faculty.
- Evaluation of Scholarly and Creative Activities and Service required for tenured and tenured track faculty.
- See "Example Criteria" at the end of this document for suggested evaluation criteria.
- Comments should be an objective, job related summary supporting the rating. Data contained in the Digital Measures database, the Tenure Data Package, or the Post Tenure Faculty Self Assessment Documentation Package may be referenced as evidence of the basis for the evaluation area rating.
- Other Areas for Evaluation is used for assessment of items not evaluated as Teaching Effectiveness, Scholarly and Creative Activity, or Service. For example, staff or other administrative duties.
- A rating of "Outstanding" or "Needs Improvement" requires a comment.

*Required information is denoted with an asterisk.

Faculty Self Appraisal

*Teaching Effectiveness

Rating	<input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Needs Improvements
Supporting Statements:	

*Scholarly and Creative Activities

Rating	<input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Needs Improvements
Supporting Statements:	

Faculty Self Appraisal

*Service

Rating	<input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Needs Improvements
Supporting Statements:	

Other Areas for Evaluation (optional)

Rating	<input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectations <input type="checkbox"/> Meets Expectations <input type="checkbox"/> Needs Improvements
Supporting Statements:	

Faculty Self Appraisal

Status of Goals from Previous Year

Goal	Comments
Goal 1:	
Goal 2:	
Goal 3:	
Goal 4:	
Goal 5:	
Goal 6:	

*Goals for Next Review Period

- Used to document goals discussed by the faculty member and the supervisor.
- Minimum of 1 goal each for teaching, service, and scholarship

Goal	Comments
Goal 1:	
Goal 2:	
Goal 3:	
Goal 4:	
Goal 5:	
Goal 6:	

Faculty Self Appraisal

*Progress Toward Tenure

- This section is only required for tenure related evaluation (annual tenure track and post tenure review). This section is not required for Annual or Professional Track reviews.
- The Progress Toward Tenure Review section is used to summarize progress toward tenure and other tenure related items not covered in the other areas of this form. For more information on evaluation criteria see SAP12.01.99.D1.01 at <http://www.ct.tamus.edu/departments/compliance/rules-and-saps.php>

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Faculty Self Appraisal

Faculty Self-Appraisal Example Performance Criteria

- 5 - Outstanding – Exceptional performance; clearly unique; results obtained are far above job expectations; makes significant contributions well beyond job responsibilities.
- 4 - Exceeds Expectations – Performance results which clearly and consistently exceed the major responsibilities of the job; makes contributions beyond job responsibilities.
- 3 - Meets Expectations – Faculty member’s performance consistently meets or to some extent exceeds expectations; employee’s work was fully effective, reliable, and of good quality; acceptable performance.
- 2 - Improvement Needed – Faculty member does not consistently meet all of the standards of performance; improvement in performance is needed; requires more than expected supervision (requires a supervisor comment and an action plan for improvement.)
- 1 – Does not meet expectations. Faculty member does not meet the expected standards of a professional faculty member in the organization.