

Current ANNUAL SUMMARY REVIEW FORM (excerpted)

Each faculty member's work for the preceding year in each of the areas of research, teaching, and service should be reviewed on the following scale:

- 4 = Significantly exceeds department expectations
- 3 = Exceeds department expectations
- 2 = Meets department expectations
- 1 = Below department expectations
- 0 = Unsatisfactory

Summary of the Evaluation of: _____

Teaching _____ Weight: _____ Score: _____

Research _____ Weight: _____ Score: _____

Service _____ Weight: _____ Score: _____

Total Evaluation Score: _____

CHAIRS COMMENTS:

Example of One Possible Revision of ANNUAL SUMMARY REVIEW FORM

Faculty Member's Name: _____

Type: lecturer, senior lecturer, assistant professor, associate professor, professor (circle rank in past AY)

Check appropriate level of performance for the faculty member's work for the preceding year in the areas of research, teaching, and service, as appropriate to faculty member's type.

	Outstanding performance according to departmental standards of excellent and satisfactory	Successful performance beyond departmental standards of excellent	Unsatisfactory performance below departmental standards of satisfactory
RESEARCH			
TEACHING			
SERVICE			

CHAIRS COMMENTS: