

Annual Faculty Self Evaluation and Merit Review Form

(See Faculty Handbook, Section 2.1.6)

Name of Faculty

Date Submitted



Application Deadlines and Routing Sheet

The following deadlines apply to each phase of the application processes.

Annual Self-Evaluation and Merit Review

September 1 st	Annual Self-Evaluation and Merit Review Form due from the faculty member to the Program Director.
September 15 th	Form submitted to the appropriate Department Chair from the Program Director.
October 1 st	Form submitted to the Dean from Department Chair.

ANNUAL SELF-EVALUATION AND MERIT REVIEW FORM

Name of Applicant

Date

Current Rank and Program

Type of contract you currently hold:

Annual/Term Contract _____

Probationary/Tenure-Track _____

Tenured _____

Scholarship

Summary of Scholarship Goals for the Academic Year Under Review:

Evidence of Scholarly or Creative Achievement- Research, Publications, Presentations, Creative Achievements and Grants- Please give complete citations and/or list each grant for which you applied. Indicate which grants were funded. Evidence in at least two areas of must be submitted.

1. Research Product (other than publications)

2. Publications

3. Presentations

4. Research Grants

5. Artistic Achievements

6. Professional Community Service

7. *Software/Technology Development*

8. *Applied Research:*

a. *Instruction/instructional technology*

b. *Academic discipline (i.e. curricular development, instructional innovation*

c. *Community Research (i.e. community projects such as surveys and research reports.)*

9. *Other (Please list.)*

Service

Summary of Service Goal(s) for the Academic Year Under Review:

Evidence of Service to the College: Evidence of at least two areas of service to the College must be supplied. Please specify the activity and/or program(s) in which the service has been offered.

Advisory Board

Committee Chair Assignments

Committee Memberships

Contributions to Curricular Reform and Development

Development Activities

Enrollment Enhancement Activities

Faculty Senate Officer

Faculty Representative to the Board of Trustees

Grant Writing

Program Director

Student Service and Support Activities

Task Force

Other (Please list including professional development activities such as attendance at conferences, workshops, seminars, courses taken, etc. that were related to service.)

Service to the Community-at-Large (Please list all that apply.)

Board membership(s)

Professional Service and Activity

Contributions to Increased Social Welfare

Other (Please list including professional development activities such as attendance at conferences, workshops, seminars, courses taken, etc. that were related to service.)

Faculty Member

Date

Signatures of Review and Recommendations

- I. **I do ___ do not ___ recommend this applicant for renewal.**
I do ___ do not ___ recommend this applicant for merit pay.

Program Director

Date

- II. **I do ___ do not ___ recommend this applicant for renewal.**
I do ___ do not ___ recommend this applicant for merit pay.

Department Chair

Date

- III. **I do ___ do not ___ recommend this applicant for renewal.**
I do ___ do not ___ recommend this applicant for merit pay.

Vice-President of Academic Affairs

Date

- IV. **I do ___ do not ___ recommend this applicant for renewal.**
I do ___ do not ___ recommend this applicant for merit pay.

President

Date