

# Faculty Evaluation Form

Jan 1, 2022 – Dec 15, 2022

FACULTY NAME:

DEPARTMENT / SCHOOL NAME:

PRESENT RANK:

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## Message from RIT's Faculty Senate and the Office of Faculty Affairs to RIT's Faculty

### 1. Annual Self-Evaluation:

In 2020 and 2021, the Faculty Senate and the Office of the Provost proposed that all colleges adopt an approach to self-assessment and evaluation to minimize the time and effort required by all parties. To meet this overarching objective again this year, the Faculty Senate and the Office of the Provost ask that all colleges extend the streamlined approach developed in 2020 for this year's annual evaluation process. Keeping this in mind, the following will be required: (a) the faculty member will submit a brief report on accomplishments the specific form of which may vary and will be determined by the college; (b) the department chair/school director will prepare an equally brief statement with feedback that explains the basis for an overall annual rating. For faculty who are on the tenure track, feedback must also incorporate progress towards tenure and a statement as to whether the faculty member is still on track for tenure.

### A. Teaching and Curricular Development

Please report on your teaching and instructional accomplishments. This could include (but is not limited to): new approaches, course redesign, feedback from standardized assessments, individual student evaluations, comments from peer evaluations, awards, course and curriculum development, study abroad, theses advised, and community-engaged learning.

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### B. Research, Scholarship, and Creative Practice

Please report on your research accomplishments. This could include (but is not limited to): Publications, creative works, sponsored projects, fellowships, current ongoing research and creative activity, presentations at professional conferences/meetings, other projects.

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### C. Service

Please report on your service accomplishments. This could include (but is not limited to): Committees at the department, college, or institute level, professional service to the field/discipline, uncompensated administrative work, professional service to the community, DEI activities.

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### 2. Supervisor Annual Rating: \_\_\_\_\_

*Outstanding* reflects performance that represents a truly exceptional level of accomplishment.

*Exceeds Expectations* reflects performance that exceeds the level of accomplishment in relation to the expectations for a given faculty member.

*Meets Expectations* reflects the performance that meets the level of accomplishment in relation to the expectations for a given faculty member.

*Does not Meet Expectations* reflects performance that does not meet the level of accomplishment in relation to the expectations for a given faculty member. This rating indicates a deficiency beyond what can be considered the normal range of year-to-year variation in performance.

*Unsatisfactory* reflects performance that repeatedly fails to meet the level of accomplishment in relation to the expectations for a given faculty member in a way that reflects disregard of previous reviews or other documented efforts to provide correction or assistance.

Please provide a brief statement that explains the basis for the overall annual rating, as informed by the Plan of Work for the year. As per E.07.I, include feedback and recommendations that “encourage and foster continued professional development” and “promote the improvement of individual performance.”

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**Chair / Director Signature:**

**Dean Signature:**

**Faculty member Signature:**