

A&S: Tenure-Track Faculty Evaluation Checklist 2007-2008

(to be submitted to the College office by the Department Chair or designee, not by the faculty member being evaluated):

Due Dates: Year 1 January 4th; Year 2 October 30th; Years 3-5 February 1st

Faculty Member Evaluated _____ Date Submitted _____

- _____ A&S Tenured and Tenure-Track Faculty Evaluation Checklist (***THIS FORM***)
- _____ Recommendation Regarding Reappointment of Non-Tenured Faculty Form

- _____ A&S Tenured and Tenure-Track Faculty Evaluation Form (replaces UND Faculty Evaluation Form)

- _____ "Page 2" of all contracts (i.e., Position Description Forms) for the period under evaluation

- _____ Updated curriculum vita
- _____ Copies of prior faculty evaluation forms/materials

- _____ Candidate's narrative/self-evaluation addressing teaching, scholarship, and service (6 pp. max.)

- _____ Evidence of accomplishment in research/scholarship/creative activity and service
- _____ Evidence of accomplishment in teaching as follows:
 - _____ Department Statement on Teaching Evaluation Policy
 - _____ A&S Teaching Evaluation Documentation Worksheet

 - _____ Candidate's narrative self-evaluation of teaching (included in narrative self-evaluation above)

 - _____ Documentation of student evaluation of teaching (***in summary form***) for all courses since hiring. (Faculty hired before Fall 2003: Include all UND courses previously evaluated).
 - _____ At least one other source of evidence (Check all that apply).
 - _____ Formal observation of teaching
 - _____ Review of course materials
 - _____ Review of student products
 - _____ Other (please specify) _____

- _____ External letters (if required by Department)