**IV.B.**

**John A. Walker College of Business**

**Faculty Annual Performance Evaluation Form**

(Provisions and content outlined in section 4.3.2 of the *Faculty Handbook*)

**WCOB FACULTY**: See section I.A, “Dimensions of Performance,” of the College of Business *Faculty Personnel Guidelines* for indicators of performance in each of the dimensions, Instruction (section I.A.1), Intellectual Contributions (I.A.2), and Service (I.A.3).

|  |  |
| --- | --- |
| Faculty Name |  |
| Current Rank |  |
| Department |  |
| Calendar Year |  |

Note: The normal rating is “meets expectations.” This rating describes a faculty member who performs a dimension of his or her job with skill, producing the results expected of a highly educated professional. The rating of “meets expectations” also describes a faculty member whose performance on a dimension is essentially comparable to the performance of a broad range of faculty members within the unit. “Exceeds expectations” should be reserved for faculty who had truly outstanding contributions in the evaluation year.

Consideration of Accomplishments During the Past Year (Please Review in Particular *Faculty Handbook* Section 4.3.1)

To be completed by Department Chair:

The faculty member holds the following faculty qualification as defined in the AACSB standards and college guidelines:

\_\_\_\_\_ Scholarly Academic (SA)

\_\_\_\_\_ Scholarly Practitioner (SP)

\_\_\_\_\_ Practice Academic (PA)

\_\_\_\_\_ Instructional Practitioner (IP)

\_\_\_\_\_ None of the above

NOTE: “Qualified” status (SA, SP, PA, or IP) is necessary to achieve a rating of “meets expectations” or above in the area of Intellectual Contribution.

**I. Instruction**

A. Self-Evaluation

B. Chair’s Assessment

|  |
| --- |
| **Dimension: Instruction** |
|  | Exceeds Expectations |
|  | Meets Expectations |
|  | Fails to Meet Expectations |

**II. Research and Creative Activities**

A. Self-Evaluation

B. Chair’s Assessment

|  |
| --- |
| **Dimension: Research and Creative Activities** |
|  | Exceeds Expectations |
|  | Meets Expectations |
|  | Fails to Meet Expectations |

**III. Service**

A. Self-Evaluation

B. Chair’s Assessment

|  |
| --- |
| **Dimension: Service** |
|  | Exceeds Expectations |
|  | Meets Expectations |
|  | Fails to Meet Expectations |

**IV. Progress toward Promotion and/or Tenure**

A. Self-Evaluation

B. Chair’s Assessment

**V. Progress toward Post Tenure Review**

A. Self-Evaluation

B. Chair’s Assessment

**IV.C.**

**Goal-Setting for the Next Academic Year**

The faculty member and chair should include percentage of effort among teaching, research/creative activity, and service. Your allocation of effort must sum to 100% and be consistent with the parameters set forth in Section II of the ***Faculty Personnel Guidelines.***

Instruction \_\_\_\_\_\_\_ Intellectual Contribution \_\_\_\_\_\_\_ Service \_\_\_\_\_\_\_ Total 100%

A. Faculty Member’s Goals (Instruction, intellectual contribution, and service)

B. Chair Comments

**Optional Comments:** The faculty member may attach an additional page of comments in response to the assessments of the department chair.

**Faculty Member:** I have reviewed this document and discussed the contents with the department chairperson. My signature means that I have been advised of my performance evaluation and does not necessarily imply that I agree with the evaluation. Failure to return a signed copy of this form to the department chair within thirty days of its receipt constitutes acknowledgement of receipt and refusal to return the form.

Faculty Member’s Signature Date:

Chairperson’s Signature Date:

Dean’s Signature Date: