
Faculty Member's Name (typed or printed)

Document IV

SUMMARY EVALUATION SHEET

INSTRUCTIONS: Weights and average ratings should be obtained from the duty Agreement (Document II). Multiplying the weight by the average rating (1-5 scale) gives the total points for each factor. Summing the factor totals gives the overall rating. Perfection is 500; average is 300; average range is 180-420.

Weight x average rating = total score

I. Teaching

A. Instruction

Departmental Evaluation _____ x _____ = _____

B. Advising, Counseling, and Related Duties _____ x _____ = _____

II. Research/ Publications/ Creative Endeavors

A. Professional Development _____ x _____ = _____

B. Funded and Non-Funded Research _____ x _____ = _____

C. Publications/Creative Writing/ Performances/Exhibitions/ Presentations
_____ x _____ = _____

III. Service

A. Institutional _____ x _____ = _____

B. Community _____ x _____ = _____

Overall Rating = _____

Level: () High () Avg. () Low

1. RECOMMENDATION: Rating (circle one): Above Average/Average/ Below Average
EXPLANATION: _____

Department Chairperson's Signature:

_____ Date: _____

2. FACULTY RESPONSE:

() Accept () Witnessed () Disagree

COMMENTS:

Faculty Member's Signature

_____ Date: _____

3. Dean's Signature:

_____ Date: _____