



**Teaching Faculty Evaluation
Forms for Peers (Committee)**

Faculty Name: _____ ID Number: _____

Department: _____

School: _____

Rank: _____ Tenure: _____ Yes _____ No _____

Date Began Service: _____

Today's Date: _____

**PEERS (COMMITTEE)
EVALUATION SCORING SHEET**

CATEGORY I: TEACHING

<p>Instructions: For the items below rate the faculty member from 1 to 4 according to the Item Rating Scale given to the right. <u>All items in the Teaching Category must be evaluated.</u> For each of the teaching roles A and B, an average will automatically be computed by the Faculty Evaluation Spreadsheet. Please write these averages in the “Averages Column” for each respective teaching role.</p>	<p>Item Ratings Exemplary = 4 Professional = 3 Improvement Required = 2 Unsatisfactory = 1</p>	<p><u>Averages Column</u></p>
<p>A. Instructional Design The extent to which the faculty member:</p>		
1. Syllabi follow guidelines identified by University Guidelines.		
2. Assignments, projects, and exams are related to the outcome(s) identified for the course.		
3. Instructional activities are clearly related to the outcome(s) identified for the course.		
4. Course materials, including textbook, are clearly related to course outcome(s).		
5. Instructional materials are appropriate for the target student population.		
6. Uses “up-to-date” course materials.		
7. Prepares assignments, handouts, exams, and activities to promote student interest and enhance learning.		
Instructional Design Rating		
<p>B. Content Expertise The extent to which the faculty member:</p>		
1. Demonstrates knowledge of discipline.		
2. Demonstrates competence with course content that is relevant and thorough.		
3. Instructional technology use is clearly related to the outcome(s) identified for the course.		
4. Instructional technology use promotes mastery of concept(s) or content of the course.		
Content Expertise Rating		

**PEERS (COMMITTEE)
EVALUATION SCORING SHEET**

CATEGORY II: SCHOLARLY ACTIVITY

<p>Instructions: Some of the items below are required by the department, while others are selected by the faculty member for evaluation. In the second column, mark required items with an “R” and mark selected items with an “S.” Items not so marked must not be evaluated. For the marked items below rate the faculty member from 1 to 4 according to the Item Rating Scale given to the right. For the scholarly activity category an average will automatically be computed by the Faculty Evaluation Spreadsheet. Please write this average in the “Averages Column” at the bottom of the page for the “Scholarly Activity Rating.”</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Items to be Evaluated</p>	<p>Item Ratings Exemplary = 4 Professional = 3 Improvement Required = 2 Unsatisfactory = 1</p>	<p><u>Averages Column</u></p>
1. Publishes papers in journals and conference proceedings within teaching field or area of specialization.			
2. Writes books or chapters in books in teaching field or area of specialization.			
3. Presents papers in the teaching or related field for delivery at professional meetings.			
4. Devises, produces, or performs creative works related to one’s teaching or allied field.			
5. Designs, constructs, or produces technical applications or policy reports related to one’s teaching or allied field.			
6. Submits through University channels a grant proposal.			
7. Acquires funding for grants.			
8. Lends significant assistance to the author of a funded grant.			
9. Receives renewal of grants at the expected level.			
10. Serves as a paid consultant in one’s specialized area.			
11. Supervises research projects.			
12. Reviews manuscripts, books, journals and articles.			
13. Receives awards or recognition in one’s area of expertise.			
Scholarly Activity Rating			

**PEERS (COMMITTEE)
EVALUATION SCORING SHEET**

CATEGORY III: PROFESSIONAL DEVELOPMENT AND SERVICE

<p>Instructions: Some of the items below are required by the department, while others are selected by the faculty member for evaluation. In the second column, mark required items with an “R” and mark selected items with an “S.” Items not so marked must not be evaluated. For the marked items below rate the faculty member from 1 to 4 according to the Item Rating Scale given to the right. For the Professional Development and Service category an average will automatically be computed by the Faculty Evaluation Spreadsheet. Please write this average in the “Averages Column” at the bottom of the page for the “Professional Development and Service Rating.”</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Items to be Evaluated</p>	<p>Item Ratings Exemplary = 4 Professional = 3 Improvement Required = 2 Unsatisfactory = 1</p>	<p style="text-align: center;"><u>Averages Column</u></p>
1. Participates in meetings, symposia, seminars, or colloquia and attends enhancement courses on or off campus.			
2. Studies towards a higher degree or acquires additional training.			
3. Receives fellowships related specifically to professional field.			
4. Assists in organizing meetings, symposia, seminars, or colloquia.			
5. Holds membership in professional organizations.			
6. Holds leadership position(s) in professional organizations.			
7. Reviews grant proposals.			
8. Renders professional assistance (in one’s area of expertise) to educational or other agencies.			
9. Receives professional recognition through awards and honors.			
Professional Development and Service Rating			

**PEERS (COMMITTEE)
EVALUATION SCORING SHEET**

CATEGORY IV: UNIVERSITY SERVICE

<p>Instructions: Some of the items below are required by the department, while others are selected by the faculty member for evaluation. In the second column, mark required items with an “R” and mark selected items with an “S.” Items not so marked must not be evaluated. For the marked items below rate the faculty member from 1 to 4 according to the Item Rating Scale given to the right. For the University Service Category, an average will automatically be computed by the Faculty Evaluation Spreadsheet. Please write this average in the “Averages Column” at the bottom of the page for the “University Service Rating.”</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Items to be Evaluated</p>	<p>Item Ratings Exemplary = 4 Professional = 3 Improvement Required = 2 Unsatisfactory = 1</p>	<p>Averages Column</p>
1. Participates in departmental committees.			
2. Participates in school committees.			
3. Participates in university-wide committees.			
4. Submits concept papers or proposals for student, faculty, and curriculum enhancement.			
5. Assists with University sponsored activities.			
6. Cooperates with colleagues and supervisors.			
7. Attends required meetings associated with one’s department.			
8. Attends required meetings associated with one’s school.			
9. Attends required meetings associated with the University.			
10. Procures resources for the University.			
11. Participates in student recruitment activities.			
12. Advises student organization(s) or mentors students or group(s) of students to enhance the quality of campus life.			
13. Provides or plans lectures or workshops.			
14. Receives awards or honors.			
University Service Rating			

**PEERS (COMMITTEE)
EVALUATION SCORING SHEET**

CATEGORY V: COMMUNITY SERVICE

<p>Instructions: Some of the items below are required by the department, while others are selected by the faculty member for evaluation. In the second column, mark required items with an “R” and mark selected items with an “S.” Items not so marked must not be evaluated. For the marked items below rate the faculty member from 1 to 4 according to the Item Rating Scale given to the right. For the Community Service Category an average will automatically be computed by the Faculty Evaluation Spreadsheet. Please write this average in the “Averages Column” at the bottom of the page for the “Community Service Rating.”</p>	<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Items to be Evaluated</p>	<p>Item Ratings Exemplary = 4 Professional = 3 Improvement Required = 2 Unsatisfactory = 1</p>	<p>Averages Column</p>
<p>1. Volunteers to serve as worker, supervisor, or administrator for any organization, such as a civic, political, charitable, medical, ethnic, environmental, or religious one, that serves a designated community.</p>			
<p>2. Plans and produces a work of art or a cultural activity that is unrelated to one’s teaching or allied field.</p>			
<p>3. Receives awards or recognition.</p>			
<p>Community Service Rating</p>			

**PEERS (COMMITTEE)
COMPOSITE ROLE RATINGS (CRR)**

Faculty Name: _____ ID Number: _____

Category	Ratings (CRR)
Teaching	
A. Instructional Design	
B. Content Expertise	
Scholarly Activity	
Professional Development and Service	
University Service	
Community Service	

Peer (Committee) Evaluation

Signature below acknowledges that the Teaching Faculty Evaluation Instrument has been completed as of the date indicated.

<i>Signature (Peer Facilitator)</i>	<i>Title</i>	<i>Date</i>
<i>Signature (Peer)</i>	<i>Title</i>	<i>Date</i>
<i>Signature (Peer)</i>	<i>Title</i>	<i>Date</i>
<i>Signature (Peer)</i>	<i>Title</i>	<i>Date</i>
<i>Signature (Peer)</i>	<i>Title</i>	<i>Date</i>