



ANNUAL PERIODIC EVALUATION COVER SHEET

Evaluation is required for temporary faculty (including SSPARs and Assistant Deans) prior to reappointment. Academic units may request periodic evaluation for faculty in their first semester of teaching or in the first or second years of a three-year contract. Evaluation criteria shall be provided to faculty undergoing evaluation within 14 days of the start of the semester. Evaluation forms shall be filed in the faculty member's Personnel Action File; materials submitted for evaluation shall be returned to the faculty member. See Collective Bargaining Agreement Article 15 (especially 23-24) for additional information.

To be completed by the FACULTY MEMBER:

Name: _____

College: _____

Department/School: _____

Period of Review: **Fall 2016** **Spring 2017** **Fall 2017** **Spring 2018**

I am submitting the following materials for evaluation:

Peer Observation

Course Materials

Curriculum Vitae

Other: _____

Teaching or Counseling Evaluations (required if available)

Teaching Assignments: (please list e.g. CHEM 101)

Fall	Spring	Summer (optional)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I acknowledge that this document will be placed in my Personnel Action File. _____ (Initials)

Signature of Faculty Member

Date