

MID-PROBATIONARY PERIOD EVALUATION OF TENURE-TRACK FACULTY

Faculty member name _____

Department _____ College _____

Date of initial appointment _____

Years credited toward tenure with initial appointment _____

Number of years of service at UCA, including current year _____

Projected year of tenure decision _____

Introduction

Granting tenure involves not only an evaluation of past performance but also an evaluation of potential for continued growth. Moreover, the granting of tenure means the acceptance of a new member into the university's permanent scholarly community. The tenure decision, therefore, must involve consideration of a faculty member's ability to work effectively in, and contribute significantly to, the department and university community. It must be recognized by the faculty member and all evaluators that various factors, including staffing plans, the department's enrollment trends, and budgetary requirements may influence tenure recommendations.

During the third year of probationary status the performance of a tenure-track faculty member is reviewed and evaluated by the departmental tenure committee, the department chair, and the college dean in light of the standards enunciated in the *UCA Faculty Handbook*. In cases where credit toward tenure has been granted with the initial contract, the review and evaluation will be conducted two years prior to the year the tenure decision will be made. The purpose of the mid-probationary evaluation is to provide the faculty member with an index of how he or she is progressing toward achieving tenure. A favorable mid-probationary review implies no promise that the faculty member will ultimately be recommended for tenure; such a recommendation will be additionally dependent upon subsequent performance as well as programmatic needs. Similarly, a faculty member who receives unfavorable evaluations at the time of mid-probationary review will not be penalized if his or her subsequent performance and programmatic needs ultimately justify a positive recommendation. The faculty member may choose to include or not to include this mid-probationary evaluation with his/her final tenure application.

[NOTE: the departmental tenure committee, the department chair, and the college dean each complete the following evaluations. The appropriate signature section (see below) will be completed as the last part of the evaluation document.]

Evaluation (if more space is needed, attach additional sheets)

Effectiveness in Teaching

Strengths:

Weaknesses:

Suggestions for further development:

Scholarship and Professional Growth

Strengths:

Weaknesses:

Suggestions for further development:

Service to the University and Community

Strengths:

Weaknesses:

Suggestions for further development:

Signature

Chair of the Department Tenure Committee

Date

Overall evaluation by the department chair

_____ After careful consideration, I find that during the initial years of the probationary period covered by this evaluation, the performance of _____ is compliant with the standards in the UCA *Faculty Handbook*, and I believe that he/she is making progress toward tenure.

_____ After careful consideration, I find that during the initial years of the probationary period covered by this evaluation, the performance of _____ is not compliant with the standards in the UCA *Faculty Handbook*, and I believe that he/she is not making satisfactory progress toward tenure.

Signatures

Chair of the Department

Date

My signature below indicates that I have read this evaluation and discussed it with my department chair listed above. It does not necessarily reflect agreement with the evaluation. I understand that I have the opportunity to disagree in writing with the chair's written statement within ten working days. I further understand that a copy of the chair's evaluation and any response from me will be forwarded to the dean.

Faculty member

Date

Overall evaluation by the college dean

_____ After careful consideration, I find that during the initial years of the probationary period covered by this evaluation, the performance of _____ is compliant with the standards in the UCA *Faculty Handbook*, and I believe that he/she is making progress toward tenure.

_____ After careful consideration, I find that during the initial years of the probationary period covered by this evaluation, the performance of _____ is not compliant with the standards in the UCA *Faculty Handbook*, and I believe that he/she is not making satisfactory progress toward tenure.

Signatures

Dean of the College

Date

My signature below indicates that I have read this evaluation and discussed it with my dean listed above. It does not necessarily reflect agreement with the evaluation. I understand that I have the opportunity to disagree in writing with the dean's written statement within ten working days. I further understand that a copy of the dean's evaluation and any response from me will be forwarded to the department chair.

Faculty member

Date