

## REFERENCE INDICATORS FOR CBA ANNUAL FACULTY PERFORMANCE APPRAISAL

Evaluation of Research should consider both outcomes and activities such as:

Publications (including forthcoming), scholarly impact (targeted journals, citation analysis, best paper awards, etc.), submissions for publications, active research agenda, other research activity (grants, scholarly books, external funding, etc.).

Evaluation of Teaching should consider:

Overall student course evaluations in the context of the course (undergraduate vs. graduate, class size), student mentoring and supervision, UCARE, masters theses, etc.), student engagement outside the classroom (student organizations, study abroad, student group competitions, 399 or 996 courses, etc.), rigor of course syllabi and grading, other evidence of quality or impact of teaching (awards, course development, teaching innovations, etc.)

Evaluation of Service, outreach and professional engagement should consider:

Engagement in departmental, college and university committees and governance activities, engagement in professional conferences, refereeing activity and related activities, engagement in departmental and college student-related activities, engagement in other outreach activities (i.e., Board service, community service, etc.)

Evaluation of administration should consider:

Responsible steward of resources, successful completion of progress on administrative agenda, quality and impact of administrative efforts, clear and purposeful administrative agenda, administrative responsibilities are performed in a timely manner, administrative responsibilities are performed in an efficient manner, works effectively with others to achieve progress

CBA ANNUAL FACULTY PERFORMANCE APPRAISAL  
DEPARTMENT CHAIR EVALUATION

20\_\_

Faculty Member \_\_\_\_\_ Rank \_\_\_\_\_

Evaluation Scale:

- 5 – Outstanding
- 4 – Very Good
- 3 – Good
- 2 – Needs Improvement
- 1 - Unsatisfactory

Overall Performance Rating \_\_\_\_\_

Research \_\_\_\_\_ Overall Research Rating \_\_\_\_\_ Allocation of Effort \_\_\_\_\_  
(appraisal for most recent 5-year period)

*Here list and comment on research*

Teaching \_\_\_\_\_ Overall Teaching Rating \_\_\_\_\_ Allocation of Effort \_\_\_\_\_

*Here comment on teaching*

Service and Outreach \_\_\_\_\_ Overall Service Rating \_\_\_\_\_ Allocation of Effort \_\_\_\_\_

*Here comment on service*

Administration \_\_\_\_\_ Overall Administration Rating \_\_\_\_\_

*Here comment on administration*

AACSB Faculty Classification

\_\_\_\_\_ Scholarly Academic \_\_\_\_\_ Practice Academic \_\_\_\_\_ Scholarly Practitioner  
\_\_\_\_\_ Instructional Practitioner \_\_\_\_\_ Other

Proposed Allocation of Effort for Next Academic Year:    Research \_\_\_\_\_  
Teaching \_\_\_\_\_  
Service and Outreach \_\_\_\_\_  
Administration \_\_\_\_\_

Summary and Suggestions – Progress toward tenure/promotion

Comments of Faculty Member

Faculty Member \_\_\_\_\_ Date \_\_\_\_\_

Department Chair \_\_\_\_\_ Date \_\_\_\_\_