Policy on Appraisals

An Assistant-rank appointee must receive an appraisal, which is a formal evaluation of his or her achievements and progress toward promotion. The appraisal also identifies appointees whose records of performance and achievement are below the level of excellence expected for faculty.

An appraisal should provide an appointee with a careful, considered, analytical evaluation of his or her performance to date in the areas of research and creative work, teaching, professional competence and activity, and University and public service, as well as a candid assessment of his or her potential for promotion, based upon the evidence.

Department Consideration

The following factors should be evaluated when conducting an appraisal:

• An appointee’s published research and other completed creative activity and his or her potential for continued research and creative activity.

• At least one type of student or faculty evaluation each for undergraduate and graduate-level instruction, and other evidence of teaching effectiveness, such as course syllabi, reading lists, and statements of course goals.

• An appointee’s departmental, University and community service contributions.

• Expertise and achievement in clinical activities

The possible appraisal ratings are:

Favorable:
Indicates that promotion is likely, contingent on maintaining the current trajectory of excellence and on appropriate external validation.

Favorable with Reservations:
Indicates that promotion is likely, if identified weaknesses or imbalances in the record are corrected.

Problematic:
Indicates that promotion is possible if substantial deficiencies in the present record are remedied.

Unfavorable:
Indicates that substantial deficiencies are present; promotion is unlikely.

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