1. **Summative Performance Evaluation for Vincennes University Full-time Faculty**

To be completed annually by the Department/Program/Area Chair

Name:

Department/Program/Area:

College:

Present Rank:

Years of Service at VU: Academic Year:

Status: Contract Tenured

**Teaching Effectiveness & Performance of Assigned Task (.60) =**

**Professional Development (.20) =**

**Service to University or Community Representative (.20) =**

 **TOTAL**

**FACULTY COMMENTS (if desired)**

 Check here if comments are attached.

**Faculty’s Signature Date**

(Signature does not imply agreement with the evaluation.)

**Chair’s Signature Date**

**Dean’s Signature Date**

**Provost’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_**

**I. TEACHING EFFECTIVENESS & PERFORMANCE OF ASSIGNED TASK (60%)**

**Excellent Very Good Good Needs Improvement Unsatisfactory**

 **5 4 3 2 0**

 **The faculty member has met the university’s faculty expectations.**

**Chair’s Comments:**

**Dean’s Comments:**

**II. PROFESSIONAL DEVELOPMENT (20%)**

**Excellent Very Good Good Needs Improvement Unsatisfactory**

 **5 4 3 2 0**

**The faculty member has met the university’s faculty expectations.**

**Chair’s Comments:**

**Dean’s Comments:**

**III. SERVICE TO THE UNIVERSITY AND/OR COMMUNITY REPRESENTATIVE (20%)**

**Excellent Very Good Good Needs Improvement Unsatisfactory**

 **5 4 3 2 0**

**The faculty member has met the university’s faculty expectations.**

**Chair’s Comments:**

**Dean’s Comments:**

**IV. SUMMARY/CONCLUSIONS**

**Excellent Very Good Good Needs Improvement Unsatisfactory**

 **5 4 3 2 0**

**Chair’s Comments:**

**Dean’s Comments:**

**Summative Performance Evaluation for Vincennes University Full-time Faculty**

**Rating Categories for Evaluations**

**EXCELLENT**–This rating is reserved for outstanding contributions to teaching and learning, service work, and/or professional development that far exceeds the university faculty expectations.

**VERY GOOD**–Very good indicates that the individual performs beyond the faculty expectations in several areas and has documented evidence of such strengths, if applicable.

**GOOD** – Good is the rating that indicates that the individual is meeting the expectations of the job in a satisfactory manner. It is the standard starting point for all considerations.

**NEEDS IMPROVEMENT** – Needs Improvement indicates that attention is needed in certain specified areas of the evaluation. It usually implies that something has surfaced over that past year that needs attention in the coming year.

**UNSATISFACTORY** – Unsatisfactory indicates that the performance of the individual is not at an appropriate level of quality and that there is little expectation that the situation is temporary or that it could improve. Areas rated as Unsatisfactory are those that should have been addressed during the previous year and were not addressed or were addressed ineffectively.

**It is expected that ratings other than GOOD will require written justification as part of the evaluation narrative.**

In terms of calculation of final rating, these categories would carry the following weights:

 EXCELLENT = 5 (4.6 - 5)

 VERY GOOD = 4 (3.6 - 4.5)

 GOOD = 3 (2.6 - 3.5)

 NEEDS IMPROVEMENT = 2 (1.5 - 2.5)

 UNSATISFACTORY = 0 (0- 1.4)