**Instructions**

You have been asked to evaluate the performance of a colleague in five areas: Teaching, Scholarship, Service, Collegiality, and Faith Integration and also to make an overall recommendation.

1. For each question listed below, select the appropriate rating that best reflects your view of the extent to which the faculty member meets expectations for the area of evaluation.

SD = Strongly Disagree D = Disagree A = Agree SA = Strongly Agree

1. After each category, please provide a brief comment in support of your appraisal with specific examples as appropriate.
2. When you have completed the form please save the form with one of the following file name protocols:

(In the example below, Brian Smith is the person being reviewed and Deb Sullivan-Trainor is the reviewer.)

* 1. **Peer**:
		1. CANDIDATE LAST NAME\_Candidate first name Peer Evaluation\_YOUR INITIALS (Example: SMITH\_Brian Peer Evaluation\_DST)
	2. **Department Chair:**
		1. CANDIDATE LAST NAME\_Candidate first name Chair Evaluation\_YOUR INITIALS (Example: SMITH\_Brian Chair Evaluation\_DST)
	3. **Program Director:**
		1. CANDIDATE LAST NAME\_Candidate first name ProgDirect Evaluation\_YOUR INITIALS (Example: SMITH\_Brian ProgDirect Evaluation\_DST)
1. E-mail the file to cas-academic-affairs@bethel.edu with the SUBJECT: Peer (or Chair or ProgDirect) Evaluation: CANDIDATE NAME

**Candidate Last Name:**       **Candidate First Name:**

**Your Name:**       **Date:**       **Your Department:**

**Your role for this evaluation:**

[ ]  Department Peer

[ ]  Department Chair

*It is the expectation of the P&T/Appointment committee that chairs will provide more in-depth comments for each section reflecting their unique knowledge of the applicant as their department chair or program director.*

[ ]  Program Director

[ ]  Peer in a different department

**Are you tenured?**

[ ]  Yes

[ ]  No

**TEACHING**

**This evaluation is based on the following. Choose all that apply:**

[ ]  Observation of classroom teaching.

[ ]  Student and colleague feedback.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations in **Teaching.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Has a record of consistently effective or improved teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Reflects on teaching effectiveness tied directly to student outcomes | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates use of appropriate teaching technology | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates alignment of classroom learning objectives and course design with current student learning styles | [ ]  | [ ]  | [ ]  | [ ]  |

**Comments about teaching:**

**SCHOLARSHIP**

**This evaluation is based on the following. Choose all that apply:**

[ ]  Collaboration with the faculty member.

[ ]  Familiarity with scholarly activities.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations in **Scholarship**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Clearly articulates a scholarly agenda | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates scholarly work | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates progress on scholarly agenda | [ ]  | [ ]  | [ ]  | [ ]  |
| Has scholarly work that has been evaluated by peers in the discipline | [ ]  | [ ]  | [ ]  | [ ]  |
| Has begun to disseminate scholarly work outside of Bethel | [ ]  | [ ]  | [ ]  | [ ]  |

**Comments about scholarship:**

**SERVICE**

**This evaluation is based on the following. Choose all that apply:**

[ ]  Co-committee member.

[ ]  Department Colleague

[ ]  Familiarity with service outside of Bethel.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations in **Service.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Contributes to CAS/University committee work and departmental initiatives | [ ]  | [ ]  | [ ]  | [ ]  |
| Engages with the professional community | [ ]  | [ ]  | [ ]  | [ ]  |
| Participates in community service beyond Bethel | [ ]  | [ ]  | [ ]  | [ ]  |
| Is connected to a church community | [ ]  | [ ]  | [ ]  | [ ]  |

**Comments about service:**

**COLLEGIALITY**

**This evaluation is based on the following. Choose all that apply:**

[ ]  Experience with faculty member.

[ ]  Departmental colleague.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations for **Collegiality**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Demonstrates a set of professional behaviors that contribute to the fulfillment of the institutional mission and a productive work environment. | [ ]  | [ ]  | [ ]  | [ ]  |

**Comment about collegiality:**

**FAITH INTEGRATION**

**This evaluation is based on the following. Choose all that apply:**

[ ]  Classroom collaboration.

[ ]  Classroom observation.

[ ]  Student and colleague feedback.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations for **Faith Integration**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Articulates a Christian world view in teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Participates in the faith life of the Bethel community | [ ]  | [ ]  | [ ]  | [ ]  |
| Seeks out mentors to develop faith-learning integration in teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates faith-learning in teaching | [ ]  | [ ]  | [ ]  | [ ]  |

**Comments about faith integration:**

**Overall Recommendation**

Do you recommend this colleague for Promotion to the rank of Associate Professor?

[ ]  Yes, with no reservations

[ ]  Yes, with the following reservations:

[ ]  No, for the following reasons:

**Comment about overall recommendation:**