**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 | [ ]  | [ ]  | [ ]  | [ ]  |

**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 | [ ]  | [ ]  | [ ]  | [ ]  |

**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** |
| Participates in departmental and/or CAS/University committee work  | [ ]  | [ ]  | [ ]  | [ ]  |
| Has initial contact with professional community and/or community service | [ ]  | [ ]  | [ ]  | [ ]  |
| 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 | [ ]  | [ ]  | [ ]  | [ ]  |

**Comments about faith integration:**

**Overall Recommendation**

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

[ ]  Yes, with no reservations

[ ]  Yes, with the following reservations:

[ ]  No, for the following reasons:

**Comment about overall recommendation:**