**Instructions**

You have been asked to evaluate the performance of a colleague in five areas: Teaching, Scholarship *(Not Needed for Clinical Faculty)*, Clinical Practice *(Clinical Faculty Only)*, 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

After each category, please provide a brief comment in support of your appraisal with specific examples as appropriate.

1. 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**: sssss
		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. Email 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

[ ]  Peer from another department

[ ]  Department Chair

 *It is the expectation of the P&T/Appointment Committees that department 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

**Are you tenured?**

[ ]  Yes

[ ]  No

**TEACHING**

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

[ ]  Observation of classroom teaching (*REQUIRED)*.

[ ]  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 | [ ]  | [ ]  | [ ]  | [ ]  |
| Has expanded areas of teaching influence (e.g., mentoring students or faculty, supervising student research, fostering student professional development, interdisciplinary collaborations) | [ ]  | [ ]  | [ ]  | [ ]  |
| Responds to changes in field of expertise and/or university curriculum through design, revision, and/or adaptation of courses | [ ]  | [ ]  | [ ]  | [ ]  |
| Responds to changes in learning environment and adapts teaching style as needed | [ ]  | [ ]  | [ ]  | [ ]  |

 **Comments about teaching:**

**SCHOLARSHIP *(Not Needed for Clinical Faculty)***

**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** |
| Has well-established scholarly agenda | [ ]  | [ ]  | [ ]  | [ ]  |
| Has scholarly work that has been evaluated by peers in the discipline | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates continued progress on scholarly agenda | [ ]  | [ ]  | [ ]  | [ ]  |
| Has pattern of disseminating peer-evaluated scholarly work outside of Bethel | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates excellence in one or more of Boyer’s categories of scholarship | [ ]  | [ ]  | [ ]  | [ ]  |

 **Comments about scholarship:**

**CLINICAL PRACTICE** *(Choose all that apply.)*

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

[ ]  Collaboration with the faculty member.

[ ]  Familiarity with clinical practice activities.

[ ]  Conversations between yourself and the faculty member.

The candidate meets expectations in **Clinical Practice**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Engages in professional organizations and/or committees; and other professional activities | [ ]  | [ ]  | [ ]  | [ ]  |
| Demonstrates advanced levels of engagement and accomplishment in clinical practice Examples include:* coordinating a clinically health-related event
* precepting clinical students
* serving in leadership within the clinical setting
* presenting a poster or lecture at a professional conference
 | [ ]  | [ ]  | [ ]  | [ ]  |
| Earns and maintains licenses and/or certifications | [ ]  | [ ]  | [ ]  | [ ]  |
| Clinical practice enriches the candidate’s teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Evaluates clinical practice and implements a plan to continuously improve practice | [ ]  | [ ]  | [ ]  | [ ]  |

 **Comments about clinical practice:**

**SERVICE**

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

[ ]  Co-committee member

[ ]  Department Colleague

[ ]  Familiarity with service outside Bethel

[ ]  Conversations between yourself and the faculty member

The candidate meets expectations in **Service.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expectation** | **SD** | **D** | **A** | **SA** |
| Provides leadership in CAS/University-wide committee work and/or departmental roles | [ ]  | [ ]  | [ ]  | [ ]  |
| Actively engages in and/or provides leadership in a 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** |
| Seeks out mentors to develop faith-leaning integration in teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Models the Christian faith in the discipline | [ ]  | [ ]  | [ ]  | [ ]  |
| Consistently integrates faith in teaching | [ ]  | [ ]  | [ ]  | [ ]  |
| Contributes to sustaining Bethel as a faith community | [ ]  | [ ]  | [ ]  | [ ]  |

 **Comments about faith integration:**

**Overall Recommendation**

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

[ ]  Yes, with no reservations

[ ]  Yes, with the following reservations:

[ ]  No, for the following reasons:

 **Comment about overall recommendation:**