

10-25-1990

SR-90-91-(11)164 (FPC)

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FACULTY PERSONNEL COMMITTEE
Recommendation

SR-90-91-(11)164 (FPC)

To approve the Annual Report of Faculty Member procedures listed below:

PROCEDURES FOR COMPLETING FACULTY EVALUATION FORMS

To be used by faculty members as appropriate. Some forms may not be applicable for new faculty members.

1. The Planning Page is to be completed by March 31 of each year.
2. The faculty member's self evaluation, which includes Part I (first 5 pages), and the self evaluation page, are to be completed by September 30 of each year.
3. The administrators' evaluations should be completed each year as appropriate as follows:
 - a. Second year faculty:
Due in Dean's office November 1
Due in Provost's office November 15
 - b. All other faculty
Due in Dean's office January 15
Due in Provost's office January 31
4. The entire report may be initiated early by those who feel it is desirable to be submitted for promotion and tenure.

FACULTY SENATE PRESIDENT:

APPROVED BY SENATE: Kathryn Cheyke DATE: 10/25/90
DISAPPROVED BY SENATE: _____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: Charles B. Fuld DATE: 11/1/90
DISAPPROVED: _____ DATE: _____

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COMMENTS:

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