|  |  |  |
| --- | --- | --- |
| **Annual Evaluation - Form 1** | | |
| Annual evaluation of lecturers for the prior calendar year are reported on this form by the primary evaluator(s)--the committee if one is evaluating, or the department chair if there will be no committee evaluation. Subsequent reviewers do not use this form.  For example, if this form is submitted by a committee, the department chair may write a separate review if they did not serve on the committee. This chair would use "[Annual & Cumulative Evaluation - Form 2](https://www.sjsu.edu/up/docs/periodic-evaluation-annual-and-cumulative-reviewer-comments.docx)". | | |
|  | | |
| **Faculty Appointment Information** | | |
|  | **Name\*** |  |
|  | Click or tap here to enter text. |  |
|  |  |  |
|  | | |
|  | **Appointment Type\*** |  |
|  | Select an option |  |
|  |  |  |
|  | | |
| **Reviewers** | | |
|  | **Review Level\*** |  |
|  | Choose an item. |  |
|  |  |  |
|  | | |
|  | **Name of Person Submitting Review\*** |  |
|  | Click or tap here to enter text. |  |
|  |  |  |
|  | | |
|  | **Name of Committee Members (if applicable)** |  |
|  | Click or tap here to enter text. |  |
|  |  |  |
|  | | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Materials Reviewed\*** | |  |
|  | *This evaluation is based on the ASA and the following sources of information. Please note that F12-6 states:* Information from SOTEs is but one source of information for assessing teaching effectiveness. Additional sources of information pertaining to faculty teaching effectiveness must also be considered when reaching any personnel decision. | |  |
|  |  | SOTEs and/or SOLATEs |  |
|  |  | Direct Observations of Teaching |  |
|  |  | Other Teaching Materials (e.g., Syllabi, Tests, Assignments) |  |
|  |  | Department Performance Evaluation(s) |  |
|  |  | Other |  |
| **Evaluation** | | | |
|  | **ACADEMIC ASSIGNMENT: TEACHING, SUPERVISION, AND/OR OTHER ACADEMIC WORK ASSIGNMENTS** | |  |
|  | Please rate performance on the scale below. (Required if faculty member was teaching.) | |  |
|  | **PLEASE NOTE:** if there is a particular component of the faculty assignment that deviates from the overall rating (e.g., teaching one particular subject was unsatisfactory) please provide one overall rating on the scale here, but explain and rate the **"carve out" below in comments**. | |  |
|  | Select an option | |  |
|  |  | |  |
|  | | | |
|  | **ACADEMIC ASSIGNMENT: TEACHING, SUPERVISION, AND/OR OTHER ACADEMIC WORK ASSIGNMENTS** | |  |
|  | Comments required if faculty member was teaching. Please evaluate this faculty member's performance on assigned duties related to teaching or academic assignment. Please explain the rating on the scale above. | |  |
|  | **Note: Please rate and explain any "carve out" evaluation here.** | |  |
|  | Click or tap here to enter text. | |  |
|  |  | |  |
|  | | | |
|  | **SERVICE TO STUDENTS, UNIVERSITY, PROFESSION** | |  |
|  | Please rate service performance only if applicable to the work assignment on the scale below. | |  |
|  | **PLEASE NOTE:** if there is a particular component of the faculty assignment that deviates from the overall rating (e.g., advising majors was unsatisfactory) please provide one overall rating on the scale here, but explain and rate the **"carve out" below in comments**. | |  |
|  | Select an option | |  |
|  |  | |  |
|  | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | **SERVICE TO STUDENTS, UNIVERSITY, PROFESSION** | |  | |
|  | | Comments required if faculty member was appointed to service duties. Please evaluate this faculty member's performance on assigned duties related to service. Please explain the rating on the scale above. | |  | |
|  | | **Note: Please rate and explain any "carve out" evaluation here.** | |  | |
|  | | Click or tap here to enter text. | |  | |
|  | |  | |  | |
|  | | | | | |
|  | | **ADDITIONAL ACHIEVEMENTS, QUALIFICATIONS, RSCA, AND/OR CONTRIBUTIONS** | |  | |
|  | | Please rate RSCA and Other Achievements only if applicable to the work assignment on the scale below. | |  | |
|  | | **PLEASE NOTE:** if there is a particular component of the faculty assignment that deviates from the overall rating (e.g., laboratory research productivity was unsatisfactory) please provide one overall rating on the scale here, but explain and rate the **"carve out" below in comments**. | |  | |
|  | | Choose an item. | |  | |
|  | |  | |  | |
|  | | | | | |
|  | | **ADDITIONAL ACHIEVEMENTS, QUALIFICATIONS, RSCA, AND/OR CONTRIBUTIONS** | |  | |
|  | | Comments required only if faculty member was appointed to RSCA or Other duties. Please evaluate this faculty member's performance on assigned duties related to this area of professional achievement. Please explain the rating on the scale above*.* | |  | |
|  | | **Note: Please rate and explain any "carve out" evaluation here.** | |  | |
|  | | Click or tap here to enter text. | |  | |
|  | |  | |  | |
|  | | | | | |