

Reviewers' Universal Evaluation Form, AY 2019-2020
University Personnel – Faculty Affairs | 408-924-2450 | ADMIN RM 218

Please complete and upload to eFaculty by the deadline

Candidate Name: _____ SJSU ID: _____

Department/Unit: _____ College: _____

Review Type: _____ Review Level/Reviewer: _____

Instructions

This form must be completed by peer and administrative reviewers; it will be placed in the faculty Personnel Action File. The primary purpose of the review is developmental--to provide the candidate with a formative evaluation of the 3 categories of achievement in University Policy S15-8 (to be adapted to S98-8 cases) so as to encourage professional growth that will merit the award of tenure, and advancement in rank if applicable, by the end of the probationary period.

No voting is reported other than to recommend a special performance review (retention review) if warranted. (If such vote occurs, report it in section 4, Holistic/Developmental/Other Feedback.)

In the sections below, please evaluate accomplishments in the three categories of achievement during the time since last review, or a) initial appointment or b) service credit start date. All materials voluntarily archived in eFaculty for the period of review will be available to you. However, only the following is required of the candidate—with location in eFaculty dossier:

1. Current CV – In "RTP Dossier Documents (Front Matter)," "Comprehensive Curriculum Vitae"
2. Annual Summary of Achievements – In "RTP Dossier Documents (Front Matter)," "Candidate's Narrative Statement"
3. All prior Periodic Evaluations and Performance Reviews – In "RTP Dossier Documents (Front Matter)," "Prior Evaluations"
4. All SOTE/SOLATEs – In "Classes Taught at SJSU" and/or "Student Opinion of Teaching Effectiveness (SOTEs/SOLATEs)"
5. All Direct Observations of Teaching (or equivalent) – In "Direct Observations of Teaching"

Other supporting material may not be in the dossier, and material outside the scope of the review period may appear. *University Policy allows reviewers to focus only on the ASA and other required items above, but it encourages comprehensive review.*

While focusing on materials during the period of review, reviewers shall provide on this form detailed feedback in each category of achievement to support the candidate's overall goal of attaining tenure and/or promotion. Reviewers may use evidence in eFaculty to provide higher quality evaluations and recommendations to the candidate. Please be critical and identify specific strengths and weaknesses as appropriate to encourage progress. Use the final section (4) to provide holistic/developmental/other feedback to the candidate. Evaluate S98-8 faculty with feedback in each area, but frame advice regarding tenure and/or promotion within only 2 criteria, A) Effectiveness in Academic Assignment, including "service toward students and the university," and B) Scholarly or Artistic or Professional Achievement, including "service toward the profession, university governance, and/or community."

Reviewer Signature(s)

Name

Signature

Date

Chair of committee/Head of Unit/Appropriate Administrator:

<i>Committee Members:</i>		

Please write comments in 1 - 4 below:

1. EFFECTIVENESS IN ACADEMIC ASSIGNMENT

2. SERVICE

3. SCHOLARLY/ARTISTIC/PROFESSIONAL ACHIEVEMENT

4. HOLISTIC/DEVELOPMENTAL/OTHER FEEDBACK