

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

**NORTHERN MICHIGAN UNIVERSITY  
FACULTY EVALUATION REPORT**

Evaluation Period \_\_\_\_\_  
(1-2 Calendar Years)

This is a confidential evaluation report on a member of the Northern Michigan University faculty. Its content will not be divulged to persons not authorized to help prepare or read this report. Access to the personnel file of any member of the faculty shall be restricted to the faculty member, his/her department head, departmental evaluation committee, dean, College Advisory Council, FRC, PVPAA, President of the University, the Board of Trustees and its counsel, and other persons who have a legal reason to know the contents of the evaluation.

Evaluation Period: Tenured Full Professors will be evaluated every five years; other faculty will be evaluated annually. A Tenured Full Professor, the departmental evaluation committee, or the department head may request an annual evaluation.

Faculty evaluation is described in the NMU/AAUP Agreement in Sections 5.4 through 5.6 and Article VI.

Style: Writing in the evaluations is to be a narrative that is to the point and supported with evidence.

NAME

POSITION

DATE

Committee Members:

Others:

NORTHERN MICHIGAN UNIVERSITY  
FACULTY EVALUATION REPORT

Evaluation Period \_\_\_\_\_  
(1-2 Calendar Years)

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Part I \*[Attach Separate Document]\*

1. Faculty member's statement of accomplishments during the evaluation period
  - 1.1 in teaching, counseling, or librarianship; (attach statements, materials, and supporting documents, including student evaluation information)
  - 1.2 in research, scholarship, creative endeavors, consulting, and other activities in professional development; (attach statements, materials, and supporting documents)
  - 1.3 in service on committees, to the student body, and professionally related community service; (attach statements, materials, and supporting documents)
2. Faculty member's statements of plans for the coming year (or evaluation period). The faculty member is asked to be specific in identifying assignments and plans in the area of teaching, research and service. The faculty members should note when such plans are contingent upon University or outside support (e.g., travel, sabbatical request, Fulbright application, released time for research).

Part II \*[Attach Separate Document]\*

Statements by the departmental evaluation committee and the department head.

3. The statement by the committee shall comment on each section of Part 1 above and, when appropriate, indicate any improvement needed or any goals or standards to be achieved in order to be recommended for tenure and/or promotion, as defined by departmental bylaws.

Committee's Statement Attached:

\_\_\_\_\_  
Chairperson of Departmental  
Evaluation Committee

4. Department head's statement will indicate concurrence or nonconcurrence with the committee's evaluation or recommendation.

Department Head's Statement Attached:

\_\_\_\_\_  
Department Head

The signatures below do not indicate concurrence or nonconcurrence with the substance of the evaluation; they indicate only that the signer has read the evaluation. The faculty member or the dean may append a statement if that is considered necessary.

Faculty Member: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

Dean: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

cc: Provost & VP for Academic Affairs

(Form approved 3/14/86; Updated 2/04)  
Academic Affairs