

**DEPARTMENT CHAIR PERFORMANCE REVIEW RECOMMENDATION FORM**

 **(This information may be obtained from the RTP Cover Sheet in the candidate’s eWPAF)**

DATE

Click here to enter text.

DEPARTMENT/DIVISION/SCHOOL

Click here to enter text.

NAME (Last, First, Middle)

Click here to enter text.

**Part of the Department Committee:**

[ ]  I was part of the department committee, and therefore, I will not be submitting a separate report.

[ ]  I was not part of the department committee, and therefore, the report is below.

**Chair:**

Click here to enter text. Click here to enter date

Chair Name Date

**If you were not part of the department committee, please fill out the sections below.**

**Purpose of Recommendation:**

[ ]  Retention (for probationary faculty not applying for tenure or promotion)

[ ]  Tenure and Promotion to Associate Professor

[ ]  Early Tenure and Promotion to Associate Professor

[ ]  Promotion to Professor

[ ]  Tenure and Promotion to Professor (only if hired as Associate without Tenure)

**Recommendation(s):**

Retention: [ ]  Retain (2 year Appointment) [ ]  Retain (1 year Appointment)

 [ ]  Do not Retain

Promotion: [ ]  Promote to the rank of: Click here to enter text. [ ]  Do not Promote

Tenure: [ ]  Tenure [ ]  Do not Tenure, Enter Terminal Year Click here to enter text.

Early Tenure: [ ]  Early Tenure [ ]  No Early Tenure

**Note to Candidate**: You have ten days after this report is provided to submit a response/rebuttal.

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**Department Chair Performance Review Recommendation Form**

**EVALUATION:** Please indicate sources of information used in forming the following evaluation. Sections A, B, C (additional sheets may be appended):

**A. Educational Performance:**

 1. Teaching Performance (a. summary of the quantitative responses to the “Student Opinion Survey on Instruction”; b. peer observation; and c. at least one other form of evaluation).

 2. Related Educational Activities.

**Educational Performance Evaluation**

 [ ]  Outstanding

 [ ]  Commendable

 [ ]  Satisfactory

 [ ]  Needs Improvement

 [ ]  Unsatisfactory

**B. Professional Achievement:**

**Professional Achievement Evaluation**

 [ ]  Outstanding

 [ ]  Commendable

 [ ]  Satisfactory

 [ ]  Needs Improvement

 [ ]  Unsatisfactory

**C. Contributions to the University:**

**Contributions to the University Evaluation**

 [ ]  Outstanding

 [ ]  Commendable

 [ ]  Satisfactory

 [ ]  Needs Improvement

 [ ]  Unsatisfactory

**Additional Comments (optional)**