Faculty Evaluation Merit Checklist

Chairperson: _______________________________________________________________________________  Academic Year: ______________________________

Faculty Member: ____________________________________________________________________________

NOTE: You must also complete the Standard Evaluation Worksheet when submitting a Merit Evaluation Worksheet.

TEACHING

______ Develop creative, innovative teaching methods and instructional materials
______ Cultivate critical, creative learning and develop innovative assignments
______ Engage concentrators and non-concentrators at all levels (including General Studies)
______ Develop innovative curriculum/academic programs (Honors, new concentrations)
______ Foster interdisciplinary and liberal arts teaching and learning
______ Provide effective student assessment and offer constructive feedback which fosters academic achievement
______ Mentor students in academic/professional goals (e.g., graduate school, student teaching)
______ Enhance and supplement classroom learning with outside educational opportunities (e.g., service-learning, conferences, field trips, cultural events)

SCHOLARSHIP

Exemplary activity in one area (E) or distinctive activity in multiple areas (D):

______ Publication/presentation of a peer-reviewed paper, exhibit, performance or book/book chapter
______ Professional conference presentation or other invited address
______ Editing a journal or other scholarly publication or serving as a reviewer for a nationally or internationally recognized journal
______ Submitting a grant to an external funding sources
______ Obtaining a major externally-funded grant
______ Actively including undergraduate students in research activities in a manner that leads to the student’s participation in a professional presentation, publication, exhibition or performance
______ Reviewing journal articles or artistic performances, exhibitions or other professional works on multiple occasions (e.g. for multiple journals) throughout the year

SERVICE

Exemplary activity in one area (E) or distinctive activity in multiple areas (D):

______ Contribute to college governance extensively (in time and quality of work)
______ Play a major coordinating role in contributing to the College's cultural life and academic community
______ Demonstrate commitment to advising campus organizations
______ Perform professional outreach to external community