Eastern Kentucky University

**Evaluation Report for Annual Performance for Faculty Not on Tenure Track**

*Read General Instructions before completing evaluation report.*

Evaluation Report for Annual Performance for Faculty Not on Tenure Track

**Assessment of Faculty Member’s Performance**

Provide a narrative assessment of the faculty member’s performance. The assessment shall include all aspects of the faculty member’s assigned duties. The assessment may include other accomplishments of the faculty member.

While this evaluation should focus on a single year’s performance, address the faculty member’s progress on recommendations and requirements from previous annual evaluations.

Evaluation Report for Annual Performance for Faculty Not on Tenure Track: Signatures

**Recommendation for Reappointment**

**Department Action**

The Department Committee, if appropriate, recommendation is: ****

Date:

Signatures of committee members denote verification of the majority vote:

|  |  |  |
| --- | --- | --- |
| Committee Member’s Name (Printed/Typed) |  | Signature |
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The Department Chair’s recommendationis:

** **

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Comments:

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| --- | --- |
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 Department Chair Date

 **Faculty member’s signature acknowledges receipt of the report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Signature / Date**