

FACULTY PERSONNEL RECOMMENDATION

In preparing this recommendation, please refer to the *Faculty Handbook* section titled "Criteria for Reappointment and Promotion."

Name of Person Being Evaluated

Department

1. Teaching

Effective teaching is the primary criterion in making personnel decisions. We must know in what sense the person's teaching is effective. We want to know how effective the person is at both beginning and advanced levels. Also we want to know about competence in various formats: lecture, discussion, seminar, independent work. Please provide the evidence on which your conclusions are based.

- a. Has the person demonstrated a commitment to liberal education? Please tell us about ways this commitment is expressed in relationships with both students and faculty colleagues.
- b. Does the person's teaching motivate students and engage them as active participants in the learning process and in the quest to understand?
- c. Does the person convey knowledge cogently and does (s)he have a deep knowledge and understanding of what is taught?
- d. Is the person an effective adviser? Does (s)he know the programs of the college well and is (s)he able to help students to make reflective decisions about their educational program and personal goals?

2. Scholarship

Is the person committed to his/her discipline and to continual scholarly/creative growth? Show how these commitments have been demonstrated. Is the person's scholarly and creative work of high quality?

In the case of a third-year review, how does the department evaluate the candidate's proposal for a pre-tenure leave? Are the proposed leave activities consistent with the candidate's scholarly agenda? Are they achievable in a semester? Are they likely to advance the candidate's record of peer-reviewed/juried research/creative activity?

3. Additional Contributions

What contributions does the person makes to the College, such as leadership in curricular reform or in the improvement of teaching, administrative service, working with student organizations, sustained participation in the governance system, service to the discipline or profession?

4. Sustained Accomplishment

Has the person demonstrated a pattern of sustained accomplishment of high quality which gives promise of a long productive career? What contribution to Denison do you expect the person to make over the next one to five years?

5. Any Summary Remarks

6. Procedures

- a. Please describe the procedure followed in preparing this recommendation. (Did the Department meet as a group, were faculty consulted individually, etc.?)
- b. What means were used to secure student opinion: a committee of students, interviews or some other means?

7. Recommendation

- a. The Department recommendation is: reappointment; reappointment with tenure and promotion to Associate Professor; termination at completion of present contract;
- b. Do you, as chair, agree with the Department recommendation? If not, why not?
- c. Have you, as chair, discussed the substance of the recommendation with the person?

Signature

Date

August 2004