

***Administrator's Core Faculty Evaluation***

Core Faculty Member Name \_\_\_\_\_

Department/Division \_\_\_\_\_

Evaluator \_\_\_\_\_

Date \_\_\_\_\_

*Performance appraisal will be done in the Spring, and the evaluation period will be the previous calendar year, January through December.*

The faculty member should be evaluated according to the following rubric by marking the appropriate box.

- 4 Exceeds Expectations
- 3 Meets Expectations
- 2 Needs Improvement
- 1 Unsatisfactory
- NA Not Applicable

***\*Please Note—there is a comment section at the end for providing additional information. Anything other than a 3 must be explained in the comments section***

***Service to University of New Mexico–Los Alamos***

	4	3	2	1	NA
<i>Standing Committee Service</i>					
<i>Student Issues (placement, advisement, mentoring)</i>					
<i>Special Assignments</i>					

***Total Service to College***

***Total number of points received÷total number of applicable questions: \_\_\_\_\_***

Comments:

**Professional Development**

	4	3	2	1	NA
<i>Faculty Evaluation Process</i>					
<i>Faculty Orientation</i>					

***Total Professional Development***

*Total number of points received ÷ total number of applicable questions:* \_\_\_\_\_

Comments:

***UNIQUE CONTRIBUTIONS***

Please identify and explain any unique contribution(s) during this evaluation period.  
(Attach additional sheet if necessary.)

Please check one box and sign below.

I have reviewed this report and do not need to discuss it with the evaluator.	
I have reviewed this report and would like to discuss it with the evaluator.	

\_\_\_\_\_  
Faculty Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature