

FACULTY ANNUAL EVALUATION FORM

Faculty Name: _____

Academic Year: _____

Rank: _____

Date of Conference: _____

I. Research, Scholarly Writing, Creative Works

Publications	
Creative Works Completed, Performed, Presented	
Manuscripts accepted for Publication, and expected publication date	
Work in Progress	
Papers Presented	
Grant Activity (indicate if successful)	
Research in Progress	

Chair's/Designee's** Comments/Recommendations:

II. Classroom instruction, student advisement and mentoring, related activities

Courses Taught (indicate which was observed)	
Course and Curricula Development	
Use of Technology	
Teaching Strategies Used	
Advisement and Mentoring	
Recruitment Activities	
Retention Activities	
Review and Summary of Teaching Evaluations on File	

Chair's/Designee's Comments/Recommendations:

III. Service to the Department, College, CUNY, Community, Professional Organizations

Department Service	
College Service	

CUNY Service	
Community Service	
Professional Organizations Service	

Chair's/Designee's Comments/Recommendations

IV. Committee Memberships, Administrative Assignments, and level of Participation

Committee Membership (indicate if Chair)	
Administrative Assignments (Assessment Coordinator, Program Coordinator, CUNY Institute Director, CUNY Graduate Center position, etc.)	

Chair's/Designee's Comments/Recommendations:

Department Chair Name: _____

Summary of Comments and Recommendations:

Signature: _____

Date: _____

Faculty Name: _____

Comments:

Signature: _____

Date: _____

Original to file/copy to faculty

** The chairperson may assigned a member of the department's P&B to conduct the evaluation