

**Peer Evaluation Form for**

**2017 Mid-Point Review (Pre-Tenure/Pre-Promotion)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME OF CANDIDATE:** |  | **CENTER:** | |  |
| **CURRENT RANK:** |  | **DATE:** |  | |

**PRE-PROMOTION REVIEW FOR:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Assistant Professor: |  | Associate Professor: |  | Professor: |  |

**PRE-TENURE REVIEW:**

|  |  |  |  |
| --- | --- | --- | --- |
| Yes: | \_\_\_\_\_\_\_ | No: | \_\_\_\_\_\_\_\_ |

**OVERAL PRE-PROMOTION EVALUATION:**

The candidate is “progressing as expected” to prepare for future promotion

The candidate is “not progressing as expected” for future promotion

**OVERAL PRE-TENURE EVALUATION (Tenure Track only):**

The candidate is “progressing as expected” to prepare for future tenure

The candidate is “not progressing as expected” for future tenure

All candidates for pre-tenure and/or pre-promotion review are evaluated in the following areas: Teaching; Scholarship; Clinical Service; and Academically-Related Public Service after carefully reviewing the candidate’s Pre-Tenure and/or Pre-Promotion Application and referring to the *Woody L. Hunt School of Dental Medicine Guidelines for Faculty Appointment, Tenure and Promotion* or the department guidelines for tenure and/or promotion (if applicable).

|  |  |
| --- | --- |
| **Committee Member Name:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |

**To submit this evaluation form: Please complete each page; TYPE your comments. DO NOT handwrite comments. Print this form, sign and date. Submit to Miranda Alvarez in the Office of Faculty Affairs by July 17, 2016. You may submit your form by hand delivery or campus mail. A scanned emailed copy will be accepted until the original is received.**

**GENERAL CRITERIA: Please document if the faculty member meets general criteria as specified in the *WLHSDM Guidelines for Faculty Appointment, Tenure, and Promotion* table listed below.**

|  |  |  |
| --- | --- | --- |
|  | **GENERAL CRITERIA** | **MEETS GENERAL CRITERIA** |
| Assistant Professor | Demonstrates initial competence in research, education or clinical service; board-certified in primary specialty, if applicable. If not board-certified, currently licensed in the state. | Yes  No |
| Associate Professor | Demonstrates increasing competence in research, education or clinical service; independence; leadership; creativity; emerging regional or national reputation. Five (5) years at the Assistant Professor level is recommended. Under exceptional circumstances, faculty may be considered for early promotion. | Yes  No |
| Professor | Clear evidence of leadership; makes lasting research  or clinical or teaching contributions appropriate to the mission of the School; enhances prestige of School; established national reputation. Ten (10) years cumulative at Assistant/Associate Professor is recommended. Under exceptional circumstances, faculty may be considered for early promotion. | Yes  No |
| Tenure | Demonstrate potential for making continuous valuable contributions to the academic missions of the School. | Yes  No |

**SPECIFIC CRITERIA: Please use this table as a reference in documenting the candidate’s level of performance in meeting specific criteria as specified in the *WLHSDM Guidelines for Faculty Appointment, Tenure, and Promotion.* You will indicate if the candidate exceeds expectations, meets expectations, or needs improvement in the areas of teaching, clinical service, scholarship, and academically-related public service on the pages that follow.**

|  |  |
| --- | --- |
|  | **SPECIFIC CRITERIA** |
| Assistant Professor | Level 1 in any of the primary areas of teaching, scholarship (including research pursuits), or clinical service |
| Associate Professor | Level 2 in primary area(s) of teaching, scholarship (including research pursuits),or clinical service; plus  Level 1 in a different area, which may include academically -related public service |
| Professor | Level 3 in at least one area (teaching, scholarship (including research pursuits), or clinical service); plus  Level 2 in one (1) area and Level 1 in one (1) area |
| Tenure | Level 3 in one area (teaching, scholarship (including research pursuits), or clinical service); or  Level 2 in two (2) areas |

**I. ACCOMPLISHMENTS IN TEACHING**

Reference: *The Woody L. Hunt School of Dental Medicine, Texas Tech University Health Sciences Center El Paso Guidelines for Faculty Appointment, Tenure and Promotion*, Section C. Examples of Activities Demonstrating Accomplishments in Teaching (Page 3) The following guidelines should be considered when evaluating this candidate:

**A. LEVEL 1 (local)**

Conduct dental and graduate student courses (lecture, laboratory, and small group)

Prepare or design of education manuals, teaching visual aids for students & residents

Teach and/or supervise resident or fellow (clinical/research)

Conduct Grand Rounds, seminars

Conduct, facilitate Journal Clubs, Workshops, Team-Based Learning (TBL)

Receive satisfactory evaluations from learners

**B. LEVEL 2 (local or regional)**

Prepare curriculum materials (new course, syllabus)

Develop or direct postgraduate/continuing education course

Develop innovative approaches to enhance learners learning experiences

Develop/participate in the teaching of a graduate course

Supervise or mentor graduate students for their major projects (thesis, research)

Receive local teaching awards

Invited lecturer at the state/regional level or other institutions of higher education

**C. LEVEL 3 (regional or national)**

Develop a course, curriculum or educational software

Supervise a training program which has a regional/national audience

Invited to organize a symposium/plenary session at regional/national educational

meeting

Receive regional/national teaching awards

Invited to be a visiting professor at another institution

Write textbook

**Check One** *(****Refer to the Specific Criteria table on Page 3 of this form)*:**

**Exceeds Expectations**  **Meets Expectations**  **Needs Improvement**

**Please identify areas for recommended improvement and provide narrative constructive feedback** (PLEASE TYPE YOUR COMMENTS, DO NOT HANDWRITE COMMENTS):

**II. ACCOMPLISHMENTS IN SCHOLARSHIP** (Research and Other Scholarly Activities)

Reference: *The Woody L. Hunt School of Dental Medicine, Texas Tech University Health Sciences Center El Paso Guidelines for Faculty Appointment, Tenure and Promotion*, Section D. Examples of Activities Demonstrating Accomplishments in Scholarship (Research and other Scholarly Activity) (Page 4)

The following guidelines should be considered when evaluating this candidate:

**A. LEVEL 1 (local)**

Publish abstracts & present result at national/international meetings

Involve actively in scholarly activities

Submit disclosure of inventions or file patents

**B. LEVEL 2 (local or regional)**

Authorship in peer-reviewed papers; Co-author of review articles in peer-

reviewed journals

Participate in multi-center trials

PI or Co-Investigator on peer-reviewed intramural grants

Obtain extramural peer-reviewed grants/contracts

Serve as ad hoc journal reviewer or member of review committee.

Present peer-reviewed research at national professional meeting

Have invention licensed, or patents issued

**C. LEVEL 3 (regional or national)**

PI or co-investigator on extramural peer-reviewed grants or federally-sponsored

studies

First or senior author of published review articles in peer-reviewed journals

Author of book chapters (Up-to-Date type of media)

Serve as Editor or journal editorial board member

Serve as Examiner for National or Regional Board

Invited to organize or participate in a major national/international scientific meeting

**Check One** *(****Refer to the Specific Criteria table on Page 3 of this form)*:**

**Exceeds Expectations**  **Meets Expectations**  **Needs Improvement**

**Please identify areas for recommended improvement and provide narrative constructive feedback** (PLEASE TYPE YOUR COMMENTS, DO NOT HANDWRITE COMMENTS):

**III. ACCOMPLISHMENTS IN CLINICAL SERVICE**

Reference: *The Woody L. Hunt School of Dental Medicine, Texas Tech University Health Sciences Center El Paso Guidelines for Faculty Appointment, Tenure and Promotion*, Section

E. Examples of Activities Demonstrating Accomplishments in Clinical Service

(Page 6)

The following guidelines should be considered when evaluating this candidate:

**A. LEVEL 1 (local)**

Demonstrate competence/excellence in clinical or professional service

Considered a good clinician/professional by learners & peers

Serve as consultant

**B. LEVEL 2 (local or regional)**

Serve as consulting physician/professional at regional level

Direct clinical or professional program

Devise or implement a new medical method or procedure

Publish documentation of intervention & outcome

Officer in regional clinical/professional society

**C. LEVEL 3 (regional or national)**

Established consultant

Devise a new dental method or procedure

Officer in national/international clinical/professional society

Major contributions to board examination

Make major clinical contributions appropriate to the mission of the WLHSDM

**Check One** *(****Refer to the Specific Criteria table on Page 3 of this form)*:**

**Exceeds Expectations**  **Meets Expectations**  **Needs Improvement**

**Please identify areas for recommended improvement and provide narrative constructive feedback** (PLEASE TYPE YOUR COMMENTS, DO NOT HANDWRITE COMMENTS):

**IV. ACCOMPLISHMENTS IN ACADEMICALLY-RELATED PUBLIC SERVICE**

Reference: *The Woody L. Hunt School of Dental Medicine, Texas Tech University Health Sciences Center El Paso Guidelines for Faculty Appointment, Tenure and Promotion*, Section F. Examples of Activities Demonstrating Accomplishments in Academically-

Related Public Service (Page 7)

The following guidelines should be considered when evaluating this candidate:

**A. LEVEL 1 (local)**

Demonstrate skills in managing activities or programs

Serve on committee

Conduct tests, procedures or data handling to support clinical service

**B. LEVEL 2 (local or regional)**

Develop, direct a major program/project

Oversee and manage personnel & finances of a major project

Serve as officer in state or regional professional society

Serve as Center Director or Administrative Director, or other position related to the mission of the WLHSDM

Serve as Assistant or Associate Dean, department Chair, Vice or Associate Chair

Serve as section chief, director of a clinical area

Chair a major committee of the WLHSDM, or a faculty search committee

Attract substantial gifts or endowments to the WLHSDM

Serve as officer in regional/national professional society

**Check One** *(****Refer to the Specific Criteria table on Page 3 of this form)*:**

**Exceeds Expectations**  **Meets Expectations**  **Needs Improvement**

**Please identify areas for recommended improvement and provide narrative constructive feedback** (PLEASE TYPE YOUR COMMENTS, DO NOT HANDWRITE COMMENTS):