

**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 researchor 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; plusLevel 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); plusLevel 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); orLevel 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):