***Faculty Annual Evaluation***

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| --- | --- | --- |
| **University of Nebraska Medical Center** | **Name** |  |
| **Annual Faculty Activity Review** | **Date** |  |
| **Year being Evaluated** | **Year** |  |

**Rank**

* Instructor
* Assistant
* Associate
* Professor

**Track**

* Academic
* Clinical
* Educator (pending)

**Mentors (specify role, e.g. teaching, practice, research, or leadership)**

* Primary Mentor
* Additional Mentor(s)
* Assistant Dean (OPTIONAL)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Summary of Student Ratings of Faculty Instruction in past calendar year:**

* Complete table below and attach summaries of student's evaluative ratings and comments.
* Students evaluated overall teaching effectiveness on a 0-to-4-point scale with 4 being the highest.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Semester/Campus** | **Course** # | **Class/Clinical/ Overall Course** | **Overall Mean** | # **of Students responding/ total enrolled** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

**Goals**

# Identify Personal and/or Professional Goals by Focus (Teaching, Research, Practice and/or Service) Area and in context of Organizational Goals as appropriate (e.g. if you have accountability for specific CON Strategic Goals).

# Teaching—Classroom and clinical teaching, student success support, continuing education, and/or new course learning objects. Please also include goals related to teaching scholarship.

|  |  |  |  |
| --- | --- | --- | --- |
| 2020 Goals | Met/ Not met | 2021 Goals | Timeline |
|  |  |  |  |
|  |  |  |  |

# *Please elaborate on the successes and challenges for last year’s goals:*

*Identify resources, collaborators, and time commitment needed to achieve next year’s goal(s):*

# Research – conduct basic or clinical research. Please also include goals related to research scholarship.

|  |  |  |  |
| --- | --- | --- | --- |
| 2020 Goals | Met/ Not met | 2021 Goals | Timeline |
|  |  |  |  |
|  |  |  |  |

# *Please elaborate on the successes and challenges for last year’s goals:*

*Identify resources, collaborators, and time commitment needed to achieve next year’s goal(s):*

**Practice** –Faculty practice encompasses multiple roles and may include, but is not limited to, direct and indirect provision of nursing/clinical services, research, education, consultation, administration, and other collaborative agreements. **Please also include goals related to practice scholarship.**

|  |  |  |  |
| --- | --- | --- | --- |
| 2020 Goals | Met/ Not met | 2021 Goals | Timeline |
|  |  |  |  |
|  |  |  |  |

(NOTE: Faculty with a practice contract through Morehead Center for Nursing practice will also complete the Annual Faculty Practice Review Worksheet)

# *Please elaborate on the successes and challenges for last year’s goals:*

*Identify resources, collaborators, and time commitment needed to achieve next year’s goal(s):*

# Service - At the college, university, professional (local, regional, national, international) or community level. Participation or leadership in governance, committee membership, collegial activities; coalition and/or partnership development. Please also include goals related to service scholarship.

|  |  |  |  |
| --- | --- | --- | --- |
| 2020 Goals | Met/ Not met | 2021 Goals | Timeline |
|  |  |  |  |
|  |  |  |  |

# *Please elaborate on the successes and challenges for last year’s goals:*

*Identify resources, collaborators, and time commitment needed to achieve next year’s goal(s):*

**Promotion and Tenure:**

Evidence from last year to support progress toward promotion (please indicate which criteria this evidence supports):

Specific activities for the coming year to support forward progress toward promotion:

**Reflection from faculty member on last year’s achievements:**

**Reflection from supervisor on last year’s achievements:**

**Overall Evaluation Rating**

Make an evaluative judgment about your performance in each area of role function below using the following scale. Please consider your overall performance in terms of alignment with the tripartite missions and Strategic Plans of UNMC and the College of Nursing; consider also the UNMC Values.

|  |  |
| --- | --- |
| **Rating** | **Description** |
| 1 - Unsuccessful | Seldom meets expected and established levels of performance and goals; engages in a performance improvement plan goal achievement |
| 2 - Needs Improvement | Partially meets expected and established levels of performance & goals falls short of results; accomplishments & goal achievement needs improvement |
| 3 - Meets Expectations | Meets & occasionally exceeds expected and established levels of performance & goal achievement; 1-2 areas of accomplishment; minimum of 1 goal reflects UNMC values |
| 4 - Exceeds Expectations | Exceeds expected & established levels of performance & goal achievement; 2 or more areas of accomplishment; 2 or more goals reflect UNMC values |
| 5 - Role Model (Outstanding) | Exceeds expected & established levels of performance; goal achievement 3 or more areas of excellence in all of the academic missions (teaching, service/practice & scholarship) & goals reflecting 3 or more UNMC values |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Role Function** | **Workload Allocation** | **Scale Assessment** | | **Weighted**  **Average** |
| **Self** | **Supervisor** |
| Teaching/education |  |  |  |  |
| Scholarship |  |  |  |  |
| Practice |  |  |  |  |
| Organizational/Professional  Service |  |  |  |  |
| Total Summary |  |  |  |  |

# Distribution of Effort - Negotiated for the coming year

|  |  |  |
| --- | --- | --- |
| **Focus Area** | **% of FTE**  **2020** | **% of FTE**  **2021** |
| Teaching |  |  |
| Research |  |  |
| Practice |  |  |
| Scholarship |  |  |
| Service |  |  |

**\***Scholarship: Nursing scholarship is the generation, synthesis, translation, application, and dissemination of knowledge that aims to improve health and transform health care.” (AACN Document “Defining Scholarship in Academic Nursing (2018) “

# We have met and discussed this Annual Review

* **Faculty** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Supervisor**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A Reference packet is available on the J Drive with the following supportive materials:**

1. **­­­­­­­­­­­­­­­­­­­­­­­­­­­**Promotion and Tenure Guidelines for Academic Rank (Appendix A1)
2. Promotion Guidelines for Clinical Rank (Appendix A2)
3. Research Goals Worksheet
4. Practice Goals Worksheet
5. Indicators for Clinical Scholarship
6. Penn State Altoona Guidelines on Service Scholarship
7. *Defining Scholarship for Academic Nursing*, AACN Task Force Consensus Document

**\***Adapted from IDP form presented by Russell G. Robertson MD, Medical College of Wisconsin, 2004 AAMC Faculty Affairs Professional Development Conference. Accessed 5/15/10 at [www.ucdmc.ucdavis.edu/facultydev/docs/NewCareerMntrgIDP.rtf .](http://www.ucdmc.ucdavis.edu/facultydev/docs/NewCareerMntrgIDP.rtf%20.)