# **Annual Faculty Evaluation Checklist**

# **Faculty Member Information**

Name:

Title:

Department:

Submitted evaluation packets must be complete, in the order below, to be accepted or will be returned for edit. **Do not staple.** Binder or paper clips accepted.

The evaluation process includes a review of 2019 using the submitted evaluation document, as well as planning for 2020 using the Role Statement for Academic Faculty and Goal Statement for Administrative Faculty. Please address both in faculty/supervisor meetings. **Please ensure that forms are signed.**

# **Evaluation Packet Materials by Faculty Type**

Academic Faculty Packet

* This completed packet checklist
* 2019 Academic Faculty Self-Evaluation, for Jan-Dec 2019
* Add 3 Engagement Activities to Service, Section C of the Annual Evaluation and Merit Review Form: Be sure that academic faculty have entered items in this section
* 2020 UNR Med Role Statement (Jan-Dec 2020) \*Note: Core Value and Diversity & Inclusion Activity sections required
* CV updated through December 2019

Administrative Faculty Packet

* This completed packet checklist
* 2019 Administrative Faculty Self-Evaluation, for Jan-Dec 2019
* 2020 UNR Med Goal Statement, (Jan-Dec 2020) \*Note: Core Value and Diversity & Inclusion Activity sections required
* CV or Resume updated through December 2019