Faculty Review

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Instructions

Required Materials

1. Updated CV
2. Completed FAR - Faculty Activity Report (FAR How-To)
3. Merit Annual Summary Score Sheet (recommended, not required)

IMPORTANT: Merit Grid has been replaced by the FAR (Faculty Activity Report)

- For the 2019 review: materials include FAR for 18-19 & 17-18, and previously-submitted (if applicable) merit grid for 16-17. Faculty do NOT need to submit previous-year merit grids - EDP has them on file.
- Starting in the 2020 review: the merit grid will be totally replaced by the FAR.

Submission Instructions

1. Review the EDP Merit Review Criteria (under review, to be posted mid-September)
2. Complete your FAR
   - For 2019 Review: AY 2018-19 up to 8/31/2019
3. Upload the following documents to the Review Document Upload Box:
   - Updated CV
   - Completed Merit Annual Summary Score Sheet (optional but recommended) with any comments you deem relevant to understanding your accomplishments.

Additional Info / Resources

- Faculty Review Types
- Peer Teaching Observation Instructions
- UT Policies on Faculty Evaluation

2019 Review

2019 Deadlines

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>October 1</td>
<td>Merit and Review materials due (excluding 1st-Year Faculty)</td>
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<td>- Note: to be eligible for a merit raise, review materials must be submitted by this deadline.</td>
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<tr>
<td>October 1</td>
<td>Committee Chairs Meeting</td>
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<td>October 1 - November 10</td>
<td>Review committees meet</td>
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<td>Date</td>
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<tr>
<td>November 11</td>
<td>Completed Merit Reviews Due</td>
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<td>Final review committee meeting (committee Chairs + Department Chair)</td>
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<td>November (2nd half)</td>
<td>Individual faculty meetings with Dept. Chair</td>
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<td>* All TT &amp; NTT faculty, with exception of 1st-year faculty and those receiving a Comprehensive or Mid-Probationary review</td>
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<td>February 1</td>
<td>Deadline to invoke right of consideration</td>
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<td>1st-Year faculty Merit Materials Due</td>
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<td>Comprehensive Post-Tenure Committee Reports Due</td>
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<td>Mid-Probationary (Assistant) Committee Reports Due</td>
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<td>Mid-Rank (Associate) Committee Reports Due</td>
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<td>February (1st week)</td>
<td>Budget Council Meeting: vote on which faculty will go up for promotion, discuss any unsatisfactory Comprehensive or Mid-Probationary reviews</td>
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<td>February 1 - 28</td>
<td>Reviews of 1st-Year Faculty</td>
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<td>March 1 - 15</td>
<td>Department Chair meetings with 1st-Year, Mid-Probationary, and Comprehensive Post-Tenure faculty</td>
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<td>May 1</td>
<td>Teaching Observation Reports completed &amp; submitted to Department Chair</td>
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### 2019 Committees

**Assistant Professor Review Committee**
- Stephanie Cawthon (Chair)
- Kristin Neff
- Marie-Anne Suizzo
- Tiffany Whittaker
- Seung Choi

**Associate Professor Review Committee**
- Aaron Rochlen (Chair)
- Cindy Carlson
- Kevin Cokley

**Full Professor Review Committee**
- Diane Schallert (Chair)
- Rico Ainslie
- Toni Falbo

**Non Tenure-Track Review Committee**
- James Pustejovsky (Chair)
- Gigi Awad
- Delida Sanchez
- Erin Rodriguez

### Reviews Required

**2019 Peer Teaching Observations Required**

*Person to Be Reviewed (Peer Observation Chair, Co-Chair)*

- Rico Ainslie *(Falbo, Sanchez)*
- Gigi Awad *(Schallert, Klingbeil)*
- Sarah Kate Bearman *(Neff, Awad)*
- Seung Choi *(Cawthon, Whittaker)*
- Jane Gray *(Bearman, Parent)*
- David Klingbeil *(Carlson, Ainslie)*
- Katie Muenks *(Suizzo, Rochlen)*
- Jessica O'Bleness *(Rodriguez, McCarthy)*
- Delida Sanchez *(Cokley, Pustejovsky)*

**2019 Mid-Probationary Reviews Required (Assistant)**

- Annie Kang
- Mike Parent
2019 Mid-Rank Reviews Required (Associate)

- None

2019 Post-Tenure Comprehensive Reviews Required

- Cindy Carlson
- Kevin Cokley
- Marie-Anne Suizzo
- Tiffany Whittaker