The attached form must be completed for each tenured and tenure-track faculty member. These should be kept in a secure place in the department where you can find them, for seven years.
SOUTHERN METHODIST UNIVERSITY
TENURED AND TENURE-TRACK FACULTY
EVALUATION FORM

DATE:____________________________

Evaluation of Professor __________________________________________

Completed by Professor:___________________________________________, Department Chair

Department ______________________________________________________

I. Evaluation of Teaching: State whether the faculty member was formally evaluated by students during the past twelve months, and summarize any available results. If this evaluation is based on informally attained information, please describe its source(s) (feedback from advisors, student comments made in conversation, etc.). Include a summary of the results of any peer teaching evaluations that may have been conducted during this period.
II.  *Evaluation of Scholarship/Research/Creative Works/Activities:* Evaluate research and/or creative work during this period. Also, mention any special activities or circumstances that may have affected (or that in the future may affect) productivity and/or professional development.

III.  *Evaluation of Departmental School/College, and/or University Service:*