

Annual Faculty Evaluation

Overview of the Process

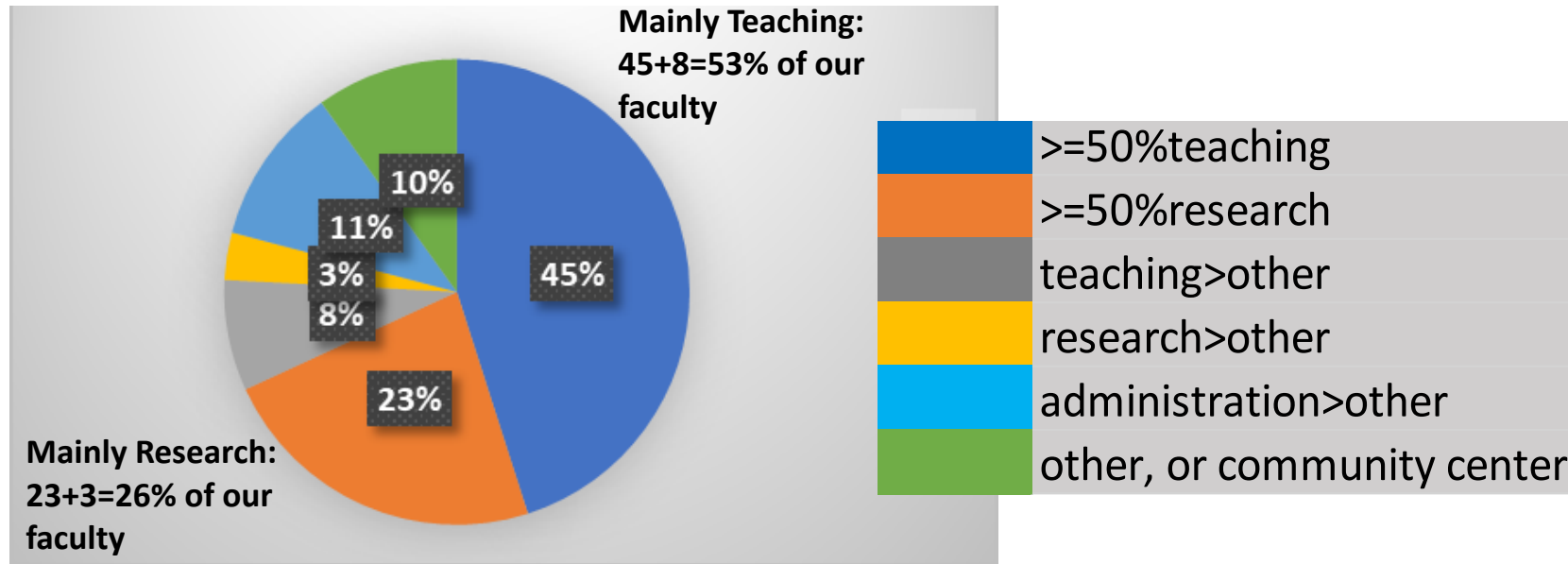
- ❑ Based on calendar year activities/achievements
- ❑ Before end of February faculty receive an invitation by the Dean's Office to log in an electronic database (<https://ucsci2.uchc.edu/Faculty/>)
- ❑ Dr. Caibin Zhang, (czhang@uchc.edu) manages log in access, and adds new faculty at the end of each year as advised by Human Resources
- ❑ Faculty enter information on annual activities according to goals set the previous year, perform a self evaluation (scoring 1-3), and submit to the Chair
- ❑ Scoring categories include: Teaching/Education, Research/Scholarly, Intramural Service, Extramural Service, Administrative Service, Faculty Practice
- ❑ Faculty will have some assigned % effort in one or more of these scoring categories, it is advantageous for faculty to have effort and contributions in more than one category
- ❑ Each scoring category is weighted by the % effort assigned to it, to determine an overall faculty evaluation score
- ❑ By end of March in each year Chairs meet with respective faculty, review achievements in each category, assign an overall score (1-3), and set goals for next year
- ❑ Chairs nominate faculty for a score of 4 for further review by the Dean's Advisory Council (DAC)
- ❑ In April or May of each year the DAC members convene with AAUP representatives to review, calibrate and finalize the evaluations across all SDM units

Sources:

Annual faculty evaluation guidelines approved by DAC, May 7, 2008

Annual faculty evaluation protocol, 2017

Faculty effort allocation in the SDM can be broadly categorized in: Mainly Teaching or Mainly Research



Most faculty in the SDM will receive an Overall Score of “3” annually

- ❑ Overall Score of “3” corresponds to “Meets or Exceeds” expectations
- ❑ Other descriptive terms for this score might include: excellent, very good, as desired, as expected
- ❑ In context this should be the expected outcome for the majority of faculty provided that goal setting matches the abilities of the faculty member
- ❑ <20% of faculty in the SDM will receive an Overall Score of 1, 2 or 4 annually

“Major Effort in Teaching”: Outstanding “4”

- Definition of “4”: Performance significantly above stated goals in teaching, unexpected or surprising outstanding performance in area other than teaching
- Examples (one or more of the following):
 - Competitively awarded prestigious regional, national or international award
 - Exceptional new training program (or major modification), undergraduate or graduate course, or CE course development which generates a significant interest in the dental community
 - Development of innovative clinical care modality which improves patient care and student training
 - Scholarly activity well above stated annual goals (unexpected when most effort in teaching)
 - Significant multiyear new research funding (unexpected when most effort in teaching)

Sources: Annual faculty evaluation guidelines approved by DAC, May 7, 2008
Annual faculty evaluation protocol, 2017
SAPC guidelines

“Major Effort in Teaching”: Marginal “2”-Needs Improvement

- Definition of “2”: lack of expected (based on stated goals) achievement in teaching that cannot be compensated by better achievement in other areas as stated in annual goals.
- **Examples:**
- Poor clinical annual student/resident evaluations (e.g. lowest quartile or bottom 3 faculty with comments) in the past year
- Poor course evaluations (average overall score 2 or lower) in the past year-if course Director
- Poor overall student didactic evaluation (e.g. lowest quartile or bottom 3 faculty with student comments) in the past year
- No significant research award, scholarship or service to compensate for one of the above

Sources: Annual faculty evaluation guidelines approved by DAC, May 7, 2008
Annual faculty evaluation protocol, 2017

“Major Effort in Teaching”: Fails to meet “1”-Problematic

- Definition of “1”: Fails to meet (based on stated goals) achievement in teaching that cannot be compensated by better achievement in other areas stated in annual goals.
- **Examples:**
- Very poor clinical annual student/resident evaluations (e.g. lowest quartile or bottom 3 faculty with student comments), past two or more years
- Very poor (average overall score 1 or lower) course evaluations past two or more years -if course Director
- Very poor student didactic evaluation (lowest quartile or bottom 3 faculty with student comments), past two or more years
- No significant research award, scholarship or service to compensate for one of the above

“Major Effort in Research”: Outstanding “4”

- Definition of “4”: Performance significantly above stated goals in research, unexpected or surprising outstanding performance in area other than research
- **Examples:**
- New competitively awarded multi-year grant above the prospective goals stated in annual evaluation
- Significantly higher scholarly output than stated in goals
- Competitively awarded prestigious national or international award/patent

Sources: Annual faculty evaluation guidelines approved by DAC, May 7, 2008
Annual faculty evaluation protocol, 2017
SAPC guidelines

“Major Effort in Research”: Marginal “2”-Needs improvement

- Definition of “2”: lack of expected (based on stated goals) achievement in Research that cannot be compensated by better achievement in other areas as stated in annual goals.
- **Examples:**
- No extramural funding and no grant submissions in the past year but continues original research publications as stated in goals, and
- No outstanding achievements in other areas that significantly exceed goals in research area

“Major Effort in Research”: Fails to meet “1”-Problematic

- Definition of “1”: Fails to meet (based on stated goals) achievement in research that cannot be compensated by better achievement in other areas stated in annual goals.
- Examples (one or more of the following):
 - No research funding and no grant submissions for the past two years
 - No scholarly publications for the past two years
 - No outstanding achievements in other areas that significantly exceed goals in that area