5.4.f Sample Forms for Faculty Evaluation and Summaries of the Results

ECU Faculty Evaluation

In accordance with ECU policy, teaching and non-teaching faculty must be evaluated each year. Below are faculty evaluation processes for the Institution:

1. The ECU Faculty Manual, Part IX, governs Tenure and Promotion Policies, and Procedures as well as Performance Review of Tenured Faculty:
   - The 2013-14 Faculty Evaluation Form
2. The ECU Faculty Manual, Part VIII, addresses Personnel Policies and Procedures for ECU Faculty. Additional policy guidelines for ECU employees exempt from the State Personnel Act, which includes all teaching faculty. Guidance for fixed-term faculty appointments is further addressed.
3. An ECU Faculty Senate Policy governs Peer Classroom Observation. Peer observation forms are maintained by the Office of Faculty Excellence (OFE):
   - Peer Observation of Face-to-Face Courses: Observation Form
   - Peer Observation of Distance Education Courses:
     - ECU Faculty Senate Policy for Distance Education Courses
     - Observation Form
4. The ECU Faculty Manual, Part X, governs Personnel Action Dossiers (PAD) used by personnel, tenure, and promotion committees in making personnel decisions. Guidelines and guidance for preparing these dossiers is available through the OFE.
5. Sedona, the ECU Publications Database, is the university research database in which faculty can store data that may be used in Faculty Annual Reports, including reports of publications, service, teaching, and other academic contributions. Resources to support faculty usage of Sedona are available.

EPP Evaluations and Summaries

For faculty who serve as University supervisors and cooperating (clinical) teachers, additional feedback is gathered via exit survey data and triangulated feedback forms.

Feedback forms:
- Intern on University Supervisor
- Intern on Cooperating (Clinical) Teacher
- University Supervisor on Cooperating (Clinical) Teacher
- Cooperating (Clinical) Teacher on University Supervisor

Sample reports from feedback forms:
- Clinical Teacher Feedback on the University Supervisor - Spring 2012
- Clinical Teacher Feedback on the University Supervisor - Spring 2013
- Intern Feedback on the Clinical Teacher - Spring 2012
- Intern Feedback on the Clinical Teacher - Spring 2013
- Intern Feedback on the University Supervisor - Spring 2013