

**LEHMAN COLLEGE**

**ANNUAL FACULTY EVALUATION FORMAT**

Faculty: \_\_\_\_\_ Academic Year: \_\_\_\_\_

Rank: \_\_\_\_\_ Date of Conference: \_\_\_\_\_

**I. Research, Scholarly Writing, Creative Works**

Publications: (In print during this academic year)

Creative Works Completed, Performed, Presented:

Manuscripts accepted for publication: (include expected date of publication)

Work in Progress:

Papers Presented:

Grant Activity:\*

Research in Progress:

Chair's/Designee's\*\* Comments/Recommendations:

\*As appropriate

\*\*A member of the department's P&B may be assigned by the chairperson to conduct the evaluation.

## **II. Reassigned Time for Untenured Faculty**

Purpose of reassigned time: (during this academic year)

Number of hours:

Progress:

## **III. Classroom instruction, student advisement and mentoring, related activities**

Teaching:

Course and Curricula Development:

Use of Technology:\*

Teaching Strategies Used:

Advisement, Mentoring, Recruitment, Retention Activities:

Review and Summary of Teaching Evaluations on File:

Chair's/Designee's Comments/Recommendations:

**IV. Service to the Department, College, CUNY, Community, Professional Organizations**

Committee and administrative assignments and level of participation:

A) Department:

B) College:

C) CUNY:

\*As appropriate in the field.

D) Community:

E) Professional Organizations:

Chair's Comments/Recommendations:

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Date: \_\_\_\_\_

Department Chair:

Summary of Comments/Recommendations:

\_\_\_\_\_  
Signature

Faculty:

Comments:

\_\_\_\_\_  
Signature

\*Original to file/copy to faculty