

CANDIDATE: \_\_\_\_\_ DATE: \_\_\_\_\_  
CURRENT RANK: \_\_\_\_\_

## LIBRARY FACULTY TENURE REVIEW FORM

Evaluate the candidate in the four major areas. If you would like to emphasize any particular item(s) within an area, you may do so by placing a + (favorable) or an X (unfavorable) by the specific item(s). The committee should comment concerning the applicant in each major area. Items listed in each major area are examples of qualities and responsibilities to be considered. Each item is not necessarily applicable to every candidate.

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### 1. TEACHING:

- professional manner and behavior
- flexibility and adaptability
- integrity, dependability, and consistency
- willingness to accept responsibility
- initiative
- contribution to reference service
- contribution to the planning, development and delivery of formal instruction
- contribution to other modes of teaching (please explain under COMMENTS)

COMMENTS:

### 2. PROFESSIONAL PERFORMANCE:

- professional manner and behavior
- flexibility and adaptability
- integrity, dependability, and consistency
- willingness to accept responsibility
- initiative
- collection development and liaison responsibilities
- web development and maintenance
- departmental committee work
- supervisory responsibilities
- other work-related responsibilities (please explain under COMMENTS)

COMMENTS:

3. **SERVICE:** Consider all non-departmental committee memberships and work; grants, honors and awards received; service on non-departmental evaluation and judging teams; participation in college governance and other elected positions; and other forms of volunteer work.

\_\_\_ to the profession

\_\_\_ to the college

\_\_\_ to the district

\_\_\_ to the community

COMMENTS:

4. **PROFESSIONAL GROWTH:**

\_\_\_ conference or workshop attendance

\_\_\_ membership in professional organizations

\_\_\_ relevant course work and certifications

\_\_\_ publications, presentations, and other contributions to the field

\_\_\_ other (please explain under COMMENTS)

COMMENTS:

Fill out section A OR section B. Section A is to be completed only by Annual Peer Review Committee members and the faculty member being reviewed. The Annual Peer Review Committee and the faculty member being reviewed must also complete the annual *Peer Review Summary* (DLA LOCAL).

Section B is to be completed only by Tenure Department Committee members in the year that a candidate is being considered for tenure.

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## Section A

### Peer Review Committee Recommendation

Making Progress towards Tenure       Not Making Progress towards Tenure

#### Signatures

\_\_\_\_\_  
Peer Review Committee Member      Date

\_\_\_\_\_  
Peer Review Committee Member      Date

\_\_\_\_\_  
Peer Review Committee Member      Date

\_\_\_\_\_  
Faculty Member      Date

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## Section B

### Tenure Committee Recommendation

Recommended for Tenure       Not Recommended for Tenure

#### Signatures

\_\_\_\_\_  
Tenure Committee Member      Date

\_\_\_\_\_  
Tenure Committee Member      Date

\_\_\_\_\_  
Tenure Committee Member      Date