Millersville University

DEPARTMENT NOTICE AND RECOMMENDATION REGARDING RENEWAL

for

1st-Year Probationary Faculty

Last Name of Faculty Member First

MI Department

The APSCUF/PASSHE <u>Collective Bargaining Agreement</u>, Article 12, Performance Review and Evaluation of Faculty, section 12.C.5 specifies as follows [bold font added]:

c. In the case of the use of a formative evaluation in the first year, the department chairperson, department evaluation committee members, and the FACULTY MEMBERS shall provide notice by February 7 (September 30 for January hires) to the Dean or appropriate manager and President that the department formative evaluation has occurred in accordance with F.5.a. for the first year probationary FACULTY MEMBERS. This notice shall include a statement indicating renewal. The department must follow the formal written process in F.5.b. in cases of non-renewal.

In accordance with Article 12.C.5.c, this is to certify that the department evaluation committee and department chairperson conducted a formative evaluation of the above-named faculty member on the following date:

Department Chairperson

Please upload your completed, signed and dated form to the faculty member's Interfolio reappointment case by the appropriate CBA due date, above.