Millersville University

1st-Year Probationary Faculty

EVALUATION NOTICE

_____

Last Name of Faculty Member First MI Department

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

a. For first-year probationary FACULTY MEMBERS hired fall 2020 or later, the department and department chairperson will provide a verbal qualitative assessment intended to provide feedback regarding performance (formative evaluation) to the FACULTY MEMBERS using the criteria in Article 12, Section B., and following the evaluative processes defined in C.1.a, and C.1.b. This formative evaluation shall not be in writing and will not be used in later evaluations.

b. If a department chairperson or the department evaluation committee deems that a formal written evaluation is required for a first-year FACULTY MEMBER **or if the first-year FACULTY MEMBER desires a formal written evaluation**, the procedures below for first-year probationary FACULTY MEMBERS will be used. Notice from the department chairperson to the FACULTY MEMBERS or **from the FACULTY MEMBERS to the department chairperson** must be provided no later than by November 15 (April 15 for January hires) indicating the desire for the formal evaluation.

In accordance with Article 12.C.5.b, this is to inform my department chairperson as follows:

☐ I am willing to receive a verbal qualitative assessment (formative evaluation)

☐ I request a formal written evaluation

Signed: _____ Date: _____

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