

FACULTY EVALUATION REQUEST

TO: ALL FACULTY

FROM: GLENN MIEHLS, Assistant Registrar

RE: EVALUATION OF FACULTY BY STUDENTS

In accordance with the guidelines proposed by the Faculty Affairs Committee and approved by the faculty, the following options are available:

<u>First 3 Years</u>	<u>After 3 years</u>
Full Time 100% or at least 50% classes plus peer evaluation per semester.	2 classes per semester until tenure or 1 course per semester plus peer evaluation; tenured faculty members have options described on pg. 23 of the manual.
Part Time All Classes	One class per semester

Return this form to the **Office of the Registrar** one month before the end of the semester.

In order to receive your evaluation packets, you must return this form. Evaluation Packets will only be sent to you upon written request.

Completed Evaluation Packets should be returned by the last day of final examinations.

I would like to have the following courses evaluated;

<u>Course/Section</u>	<u># of students</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Faculty Signature: _____ ID # _____