

Evaluation process: CSU Sacramento

Peer Review

- Primary (Department) Personnel Committee -no fewer than faculty 3 members.
- Chair (if not part of Primary Committee).
- Primary level reviews given the most significance (see 9N).
- Secondary (College) Personnel Committee - normally two department units from each college.
- University ARTP.
 - a. Composed of members from all colleges.
 - b. Does not make ARTP recommendations.
 - c. Monitors criteria & policy documents of departments and colleges.

Administrative Reviews

- Dean.
- President/or Designee (eg: Provost).
- All previous reviews result in a written recommendation, but the President or his/her designee makes the final decision. The final decision maker must place the reasons for his decision in writing.

Faculty Role in Review Process

- Prepare Working Personnel File for review.
- Request a meeting within 7 days and/or
- Write rebuttals within 7 days.
- Contact CFA.

Evaluation Criteria

- Competent teaching performance.
- Scholarly or creative achievements.
- Contributions to the community.
- Contribution to the institution.
- Possession of appropriate academic preparation.

Types of Evaluation

- Periodic Evaluation -evaluations of temporary faculty and probationary faculty not up for a performance review. (No RTP decision).
- Performance Review — a review that leads to a decision on retention, tenure, promotion.

***Note: (9.02) Faculty may take a representative with him/her to the meeting with the peer review committee to discuss his/her file.*