

Review Period: July 1, 2019 – June 30, 2020

_____		_____
Name		Date
_____		_____
Title	Track	Years in current rank
_____		_____
Department/Section	Name of Dept Chair/Section Chief/Center Director	

Directions

Complete Part I and II
Return to your Dept Chair/Section Chief/Center Director **1 week prior** to your scheduled faculty review.

I. Current Curriculum Vitae (Required)

Please attach an updated CV highlighting activity in July 1, 2019 – June 30, 2020.

II. Annual Self-Evaluation (completed by faculty member): (Required)

- 1) Please describe your progress and achievements (i.e., clinical, teaching, and scholarship) for the past year (including scientific progress that is not yet published), as well as any challenges you faced or overcame that may have impacted your performance.

(Part II is continued on next page)

(Part II Continued): **(Required)**

2) What are your goals and plans (i.e., clinical, teaching, and scholarship) for the coming year?

3) What are your long-term career goals?

4) What can the department do to help you achieve these goals?

5) *Be prepared to discuss anything you believe is relevant to your career process. No written material is required, but some topics include questions, challenges, and/or needs related to:*

- *Your various roles in academia (e.g. scientist, teacher, clinician...)*
- *Mentoring you receive from faculty in your department*
- *Your recruitment and/or supervision of trainees*
- *Work/Life balance*
- *Any other concerns you feel are impacting your career and would like to discuss*

III. Evaluation by Dept Chair/Section Chief/Center Director (Required)

Please provide a brief summary of the faculty member's accomplishments, strengths, and opportunities to improve. Include a brief summary, including expectations and goals for career advancement and promotion. Please describe recommended action steps for growth/improvement.

1) Describe areas of successful growth, achievement, and contribution to their field, department, and/or SOM mission (Research, Education, Service, Clinical) including any new activities or responsibilities the faculty member performed:

2) Identify performance opportunities or areas for growth/improvement in the next year:

3) Identify expectations and goals for career advancement and/or promotion in the next year.

IV. Faculty Member's Comments and Feedback (Optional)

Please provide any comments or feedback about your Dept Chair/Section Chief/Center Director's assessment of your performance, including the opportunities, areas for growth, expectations, and goals established for you for the next review period. Please describe action steps for mutually agreed upon goals.

V. Dept Chair/Section Chief/Center Director's Comments (Optional)

VI. Acknowledgment of Receipt and Review (Required)

Both the faculty member and Department Chair/Section Chief/Center Director should sign and date:

Department Chair/Section Chief/Center Director signature Date

Faculty Member signature confirming receipt Date