

## APPENDIX A: Tenure and/or Promotion Evaluation Forms

EVALUATION FORM: PROMOTION TO ASSISTANT PROFESSOR, 2023 Criteria; (MSU OP 06.05)

Requirements	Description	Meets	Does Not Meet
<b>Guiding Principle</b>	<b>Must meet (addressed in APRs)</b>		
<b>Teaching</b>	<b>Required Documentation</b>		
4.1	Teaching philosophy		
4.2	Annual faculty reports (5 years)		
4.3	Examples of course syllabi (at least 3)		
4.4	End-of-course evaluations (5 years)		
4.5	Grade distributions and summary (5 years)		
<b>Teaching</b>	<b>Must meet all (in section 4 of portfolio)</b>		
4.6	Course design/instruction		
4.7	Out-of-class academic support		
4.8	Continuing development		
4.9	Demonstration of collegiality in teaching		
<b>Research/ Scholarly Activity</b>	<b>Must meet 5.1 (in section 5 of portfolio)</b>		
5.1	Scholarly and creative endeavors		
5.2	Scholarly and creative recognition		
<b>Service to the MSU Academic Community</b>	<b>Must meet 6.1a or 6.1b (in section 6 of portfolio)</b>		
6.1a	Effective and collaborative participation in administration of department/college activities, including but not limited to academic advising and/or recruitment		
6.1b	Effective participation in Midwestern State University academic community		
<b>Service to Profession/Community</b>	<b>Not required (in section 6 of portfolio)</b>		
6.2a	Profession: professionally meaningful contributions based on expertise and active engagement in professional academic activities		
6.2b	Community: meaningful service to the community connected to the mission of Midwestern State University		

Recommend for assistant professor

Do not recommend for assistant professor

Submitted by:

Date: