**Fixed Term Faculty and Academic Staff Annual**

**Performance Evaluation Form[[1]](#footnote-1)**

**College of Natural Science, Michigan State University**

|  |  |  |  |
| --- | --- | --- | --- |
| **Department/Unit** |  | **Review Year** |  |
|  |  |  |  |
| **Name** |  | **Position** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Performance Area** | **Percent Time** | **Performance Commentary** | **Rating[[2]](#footnote-2)** |
| Teaching |  |  |  |
| Research |  |  |  |
| Advising |  |  |  |
| Outreach |  |  |  |
| Curriculum Development |  |  |  |
| Service |  |  |  |
| Administration |  |  |  |
| **Overall Evaluation** | **100%** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit Administrator Signature** |  | **Date** |  |
|  |  |  |  |
| **Faculty/Academic Staff Signature** |  | **Date** |  |

1. Attach additional documentation as appropriate. [↑](#footnote-ref-1)
2. Rating categories: Below Expectations (“B”, *unacceptable or unreliable performance*), Needs Improvement (“N”, *some shortcomings in performance*), Good (“G”, *acceptable performance in all areas*), Excellent (“E”, *outstanding overall performance*), and Outstanding (“O”, *exceptionally high performance*). [↑](#footnote-ref-2)