

Sustained Performance Evaluation Criteria

Department of Physics Florida Atlantic University

It is expected that tenured professors in the department of physics contribute in meaningful ways to the areas of teaching, research, and service. The main sources of information to judge these contributions are the annual evaluations and the self-evaluation that is submitted as part of the Sustained Performance Evaluation (SPE) file. Any problem areas should have been identified in the chair's annual evaluations. Thus, faculty who have consistently received annual evaluations that are rated satisfactory or better in the period covered by the SPE are to be considered as fulfilling expectations.

It is expected that faculty teach the courses that are assigned to them to the best of their ability. SPOT evaluations may be an indicator of the quality of the teaching, although they are not the only determining factor. Mentoring undergraduate students or supervising undergraduate student research are also considered valuable contributions to teaching.

Faculty are expected to maintain an active research program. Possible indicators of research activity (but not the only ones) include: publications in peer reviewed journals or proceedings, books or book chapters, or non-refereed scientific publications. It is understood that not all research leads to a positive outcome in the form of a publication. Negative or inconclusive results can be described in the faculty member's self-evaluation and are considered part of the research activity. Supervision of graduate student research is also a sign of research activity.

Faculty are expected to be active in service. This can take many forms: serving on committees (internal or external), peer review, lectures, leadership in professional organizations, etc. Service contributions should be enumerated in the annual evaluations and the SPE portfolio.

Evaluation file.

Faculty that are being evaluated for SPE should submit a portfolio containing the following:

- An up to date curriculum vitae;
- Copies of the faculty member's annual assignments and annual evaluations for the period under review (typically seven years);
- Copies of SPOT evaluations for the period under review, if available;
- A copy of any previous SPE's if applicable;
- A brief self evaluation (maximum of two pages) highlighting accomplishments for the period under review.

Review committee.

The SPE-eligible faculty of the department, in consultation with the chair, shall elect a peer evaluation committee of three SPE-eligible faculty, including at least one Full Professor, who are not under review during the year in question.

This committee shall assess if the expectations laid out in the departmental criteria have been met. The committee will pass their recommendation on to the chair who will write a brief summary for inclusion in the portfolio for review at the College level.

Record keeping.

Records of SPEs will be kept in the departmental office.

Note: The provost's instructions can be found at:

<https://www.fau.edu/provost/resources/files/SPE-Memo-October-3-2016.pdf>