

**PROBATIONARY REVIEW FORM FOR FACULTY MEMBERS**

**REPRESENTED BY THE UDMPU**

Name: Click or tap here to enter text.

Department/Discipline: Click or tap here to enter text.   
College/School: Click or tap here to enter text.

Rank: Click or tap here to enter text.

Years in Rank: Click or tap here to enter text.   
Highest Degree: Click or tap here to enter text.

Date Degree Granted:Click or tap here to enter text.

Hire Date :Click or tap to enter a date.   
Probationary Year: Click or tap to enter a date.

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Directions: The Collective Bargaining Agreement between the University of Detroit Mercy and the UDMPU requires that the University, once each academic year, notify each faculty member as to his/her progress towards tenure. Please comment on the probationary faculty member's success or failure in meeting the University's criteria for performance in the areas of teaching, scholarly research, and service. In addition, please comment as to whether or not prospects for continued employment exist within the faculty member's particular department or discipline. **Please attach school or college evaluation forms, vitae, or supporting documentation relevant to this review.**

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**Criteria**

The normal faculty responsibilities include the teaching of classes, advising and consultation with students, timely evaluation and grading of student work, research necessary to support quality instruction, and participation in a number of University, College, and Departmental service functions. In some colleges and schools, service may be part of the normal faculty responsibilities (collective bargaining agreement, VI 6.2 (a)).  The criteria for the rank of Associate Professor shall include successful completion of the probationary period (six-year tenure clock); teaching excellence (including such positive acknowledgment of the effectiveness of advising as may be available); scholarly publications, research, or other professional accomplishments of merit; and service to the department, college, university, the profession, and the community (collective bargaining agreement, V 5.5 (b) (iii)).  Additional details regarding expectations are provided in the collective bargaining agreement.

1. **Teaching**

A. **Evaluation of Past Achievements:** Is the faculty member making adequate progress so that the result of the eventual evaluation for tenure (tenure-track), continuous employment (clinical-track), or post-probationary contracts (lecturers, clinical instructors) is likely to be positive? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

B. Rate the faculty member’s performance in this area of evaluation according to the following rubric:

Outstanding

Exceeds Expectations

Meets Expectations

Needs Improvement

Significant Concerns

C. **Recommendations for Future Goals**: If the faculty member is making adequate progress, what advice can be given so as to increase his or her likelihood of success? If the faculty member is not making adequate progress, what recommendations should be given to the faculty member so as to make a positive evaluation more likely? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

1. **Scholarly Research**

A. **Evaluation of Past Achievements:** Is the faculty member making adequate progress so that the result of the eventual evaluation for tenure (tenure-track), continuous employment (clinical-track), or post-probationary contracts (lecturers, clinical instructors) is likely to be positive? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

B. Rate the faculty member’s performance in this area of evaluation according to the following rubric:

Outstanding

Exceeds Expectations

Meets Expectations

Needs Improvement

Significant Concerns

C. **Recommendations for Future Goals**: If the faculty member is making adequate progress, what advice can be given so as to increase his or her likelihood of success? If the faculty member is not making adequate progress, what recommendations should be given to the faculty member so as to make a positive evaluation more likely? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

1. **Service**

A. **Evaluation of Past Achievements:** Is the faculty member making adequate progress so that the result of the eventual evaluation for tenure (tenure-track), continuous employment (clinical-track), or post-probationary contracts (lecturers, clinical instructors) is likely to be positive? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

B. Rate the faculty member’s performance in this area of evaluation according to the following rubric:

Outstanding

Exceeds Expectations

Meets Expectations

Needs Improvement

Significant Concerns

C. **Recommendations for Future Goals**: If the faculty member is making adequate progress, what advice can be given so as to increase his or her likelihood of success? If the faculty member is not making adequate progress, what recommendations should be given to the faculty member so as to make a positive evaluation more likely? Please provide specific evidence, citing examples of the faculty member’s performance.

Provide specific evidence here:

1. **Recommendation to Continue Employment**   
   (To be completed for a faculty member in their first through fifth year)

My recommendation is the following:

I recommend the faculty member be continued in employment in a probationary status.

I find the faculty member has not been progressing toward meeting the University's criteria for tenure and recommend that the faculty member be terminated effective Click or tap to enter a date.

The needs of the institution do not permit the offering of a continuing contract to this faculty member effective Click or tap to enter a date.

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Recommended by Dean:

Click or tap to enter a date. Signature

Date

Reviewed with faculty member:

Click or tap to enter a date.

Signature Date

Reviewed by the Provost and Vice President for Academic Affairs:

Click or tap to enter a date.

Signature Date

Rev. 9.22.08, 1.14.13

Rev. 10.19.17 ALT

Rev. 12.18.17 ALT  
Rev: 3.21.18 ALT