

# Appraisal Review Process

Emerald Light

# Faculty Appraisal

- What is a Faculty Appraisal?
  - An evaluation of Assistant Professors midway through their eight years of service, to:
    - Assess the prospects of candidates for eventual promotion to tenure rank
    - Identify appointees whose records of performance and achievement are below the level of excellence desired for continued membership in the faculty.
- Why are Faculty Appraisals important?
  - Provides junior faculty with constructive advice and guidance for successful progression to the rank of Associate Professor

# Formal Appraisal of an Assistant Professor

- The general rules of APM - 220-80 apply here. In addition:
  - Normally each Assistant Professor shall be appraised well in advance of possible promotion to tenure rank (at least two and one-half years before the anticipated effective date of the promotion).

## □ UCSF Campus Policy:

<http://academicaffairs.ucsf.edu/academic-personnel/other/annualcall.php>

*Sent on behalf of Sally Marshall, Vice Provost Academic Affairs*

November 14, 2012

GRADUATE DIVISION DEAN ELIZABETH WATKINS  
VICE DEAN FOR ACADEMIC AFFAIRS ELENA FUENTES-AFFLICK  
ASSOCIATE DEAN FOR ACADEMIC AFFAIRS BRIAN ALLDREDGE  
ASSOCIATE DEAN FOR ACADEMIC AFFAIRS CHRISTINE MIASKOWSKI  
ASSOCIATE DEAN FOR ACADEMIC AFFAIRS PETER SARGENT

Re: Annual Call for Academic Personnel Actions Effective 2012-2013

ACADEMIC PERSONNEL ACTION	DATE DUE TO VP ACADEMIC AFFAIRS
Academic Advancement Status List	First Monday in November
Merits - Accelerated, Professor V - VI, IX - Above-Scale	First Monday in December
Appointments, Changes in Series	First Monday in December
Promotions	First Monday in December
Appraisals	To Be Submitted Early in Fourth Year
Merits - Normal	Fourth Friday in January
Five Year Review	Fourth Friday in January

NOTE: *The Appraisal report includes all current Senate Assistant Professors. Appraisal date is 4 years after Senate appointment date; candidates stay on the report until they are promoted or until they separate from a Senate series title.*

Appraisal Packet must be completed by this date.

## Appraisal Report

Name	Emp Id	School	Dept	Home Dept	Series	Step	Appraisal Date	Beginning of 8th Year
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	5	11/01/2010	11/01/2013
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	3	02/01/2015	02/01/2018
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	6	04/01/2010	04/01/2013
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	3	07/01/2016	07/01/2019
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	3	05/01/2015	05/01/2018
		DENTISTRY	DEPT OF CELL & TISSUE BIOLOGY	DEPT OF CELL & TISSUE BIOLOGY	Ladder Rank	3	01/24/2016	01/24/2019
		DENTISTRY	DEPT OF OROFACIAL SCIENCES	DEPT OF OROFACIAL SCIENCES	Ladder Rank	4	07/01/2013	07/01/2016
		DENTISTRY	S/D-PREVEN & RESTOR DNTL SCI	S/D-PREVEN & RESTOR DNTL SCI	Ladder Rank	4	07/01/2013	07/01/2016
		DENTISTRY	S/D-PREVEN & RESTOR DNTL SCI	S/D-PREVEN & RESTOR DNTL SCI	In Residence	3	07/01/2014	07/01/2017
		DENTISTRY	S/D-PREVEN & RESTOR DNTL SCI	S/D-PREVEN & RESTOR DNTL SCI	In Residence	5	03/01/2014	03/01/2017
		DENTISTRY	S/D-PREVEN & RESTOR DNTL SCI	S/D-PREVEN & RESTOR DNTL SCI	Clinical X	4	07/01/2013	07/01/2016
		DENTISTRY	S/D-PREVEN &	S/D-PREVEN &	In Residence	4	10/01/2012	10/01/2015

Profile

Packet

Content

History

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Summary Sheet | Reference Report

Assistant Professor, Step 3 ⇒ Appraisal of Achievement and Promise , Effective 02/01/15, On-time Action

Packet Department

Cell & Tissue Biology

Proposed Action

Appraisal

Proposed Series

Ladder Rank

Proposed Rank

Assistant

Proposed Start

Proposed End

Affiliation

Acceleration

Justification

Effective Date

02/01/2015



02/01/2015

Packet Deadline

02/01/2015



References Due

02/01/2015



Routing Exception

Save

Email Candidate

*Effective Date must be the same as the Appraisal Date on the Appraisal Report*

Appraisal Date

11/01/2010

02/01/2015

04/01/2010

### Current Appointments

Assistant Professor, Step 3 (Primary 100%)

Cell & Tissue Biology

### Packet History

Action	Series	Rank	Step	Accel/Decel	Effective Date	Status
Appointment	Ladder Rank	Assistant 3			02/01/11	Approve

### On Time Action

Appraisal, effective 02/01/15

This action is calculated from your current Series, Rank, and Step.

### A packet typically requires the following:

- Curriculum Vitae/Candidate Certification
- Attachments
- Teaching Evaluations (faculty series only)
- References
- Chair Letter
- Chair Certification