

**Faculty Performance Evaluation Form – Tenured Faculty & Continuing Lecturer**

Prior to entering your information, please review the [Performance Review Regulations & Procedures](https://uwaterloo.ca/environment-faculty-staff-resources/policies-procedures-and-terms-reference/performance-review-regulations-and-procedures-faculty), your unit-specific addendum,

and

Instructions for Completing the Faculty Performance Evaluation Form.

**NOTE: The *evaluation period* is the two-year period comprising the evaluation period and the calendar year prior.**

**1. BACKGROUND INFORMATION**

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| **Your Name** |   |

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| **Start date of evaluation period**  | **End date of evaluation period** | **Date of appointment if mid-way through the calendar year** |
| January 1, 2021 | December 31, 2022 |  Click or tap to enter a date. |

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| **Academic unit(s) of appointment** | **Percentage** |
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| **Full Time Equivalent (FTE) load during the evaluation period** |   |

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| **Weight for Teaching-Scholarship-Service at the start of the evaluation period** | **Modified weight (if changed)** | **Date modified weight came into effect** | **Explanation for change in weight** |
|  |   |  Click or tap to enter a date. |   |

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| **Type of appointment at the start of the evaluation period** | **Type of appointment at the end of the evaluation period** | **Date appointment status changed** |
|  |  |  Click or tap to enter a date. |

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| **Academic rank at the start of the evaluation period** | **Academic rank at the end of the evaluation period** | **Date promotion came in to effect** |
|  |  |  Click or tap to enter a date. |
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| **Additional Appointment at the start of the evaluation period** | **Additional Appointment at the end of the evaluation period** | **Date appointment started and/ or ended if changed during evaluation period** |
|  |  |  Click or tap to enter a date. |

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| **Term**  | **Term Type** | **University Office Held** | **Notes/ Comments** |
| 2021 Winter  | Choose term type | Choose an item. |  |
| 2021 Spring | Choose term type | Choose an item. |  |
| 2021 Fall | Choose term type | Choose an item. |  |
| 2022 Winter | Choose term type | Choose an item. |  |
| 2022 Spring | Choose term type | Choose an item. |  |
| 2022 Fall | Choose term type | Choose an item. |  |

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| **Honours, distinctions and awards received** |  |
| **Other relevant background information** |  |

**2. TEACHING**

***Courses Taught (2021)***

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| --- | --- | --- | --- | --- | --- |
| **Year and Term** | **Courses Delivered as Part of Your Assigned Teaching** | **Enrolment** | **Other Instructor(s)** | **TA Support** | **New Course?** |
| Winter |  |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| Spring |   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| Fall |   |   |   |   |   |
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***Courses Taught (2022)***

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| --- | --- | --- | --- | --- | --- |
| **Year and Term** | **Courses Delivered as Part of Your Assigned Teaching** | **Enrolment** | **Other Instructor(s)** | **TA Support** | **New Course?** |
| Winter |  |   |   |   |   |
|   |   |   |   |   |
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| Spring |   |   |   |   |   |
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| Fall |   |   |   |   |   |
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| **Year & Term** | **Courses *Not* Assigned by Chair/ Director - Number and Name** | **Enrolment** |
| 2021 Winter |  |   |
| 2021 Spring |  |  |
| 2021 Fall |  |  |
| 2022 Winter |  |  |
| 2022 Spring |   |   |
| 2022 Fall |   |   |

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| **Other relevant information about courses taught comments on the Student Course Perception Survey (SCPS) results including actions taken in response.** |  |

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| **Year & Term** | **List of Curriculum work, course renewal, and new course development** |
| 2021 Winter |   |
| 2021 Spring |   |
| 2021 Fall |   |
| 2022 Winter |  |
| 2022 Spring |  |
| 2022 Fall |  |

***Training of Highly Qualified Professional***

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| **Name of research graduate students for whom you were advisor or co-advisor** | **Degree** | ***Unit and (if not UW) University*** | **Full or Part time (F or P)** | **Start Date (Yr/Mo)** | **End Date (Yr/Mo)** |
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| **Name of research graduate students for whom you were an advisory committee member** | **Degree** | ***Unit and (if not UW) University*** | **Full or Part time (F or P)** | **Start Date (Yr/Mo)** | **End Date (Yr/Mo)** |
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| **Name of undergraduate research students for whom you were an advisor** | **Degree** | ***Unit and (if not UW) University*** | **Start Date (Yr/Mo)** | **End Date (Yr/Mo)** |
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| **Name of PHD students for whom you were a proposal or comprehensive examination committee member** | ***Program, Unit and (if not UW) University*** | **Date of Exam (Yr/Mo)** |
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| **List of work on scholarship of teaching and learning** |
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| **Names of other highly qualified personnel you have trained** | **Type** | **Location** | **Start Date (Yr/Mo)** | **End Date (Yr/Mo)** |
|   |   |   |   |   |
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***Optional***

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| **Name of student/s supervised or funded by you who conducted international field work** | **Degree** | **Name of Country** | **Length of stay abroad** |
|   |   |   |   |
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| **Name of student/s supervised or funded by you who presented at international conferences** | **Degree** | **Name of Country** | **Date (month, year)** |
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| **Other relevant information about training of highly qualified personnel** |  |

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| **Provide a one-page narrative that includes highlights from your teaching over the evaluation period regarding some or all of the following four dimensions of effective teaching in relation to course teaching and/or supervision:*** **Design changes and/or successes**
* **Implementation changes and/or successes**
* **Actions you have taken to foster a positive learning environment for your students**
* **The effect of teaching and learning professional development on your practice**
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| **Most recent summative Peer Review of Teaching (PRT)** |   |

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| **Comments on PRT results including actions taken in response** |  |

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| **List of three goals/next steps as a teacher:** |
|  1. |
|  2. |
|  3. |

**3. SCHOLARSHIP**

**Research Funding During the Scholarship Evaluation Window (2021 & 2022)**

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| **Applications for New Research Funding - Project Title** | **Funding Agency** | **Competitive** | **Your Role** | **Date Applied** | **Amount Requested**  | **Amount Received** | **Your Portion** |
|  |  |   |   |  Click or tap to enter a date. |   |   |   |
|   |   |   |   |  Click or tap to enter a date. |   |   |   |

| **Ongoing Funded Research Projects - Project Title** | **Funding Agency** | **Competitive** | **Your Role** | **Date Applied** | **Amount Requested**  | **Amount Received** | **Your Portion** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|   |  |   |   | Click or tap to enter a date.  |   |   |   |
|   |   |   |   | Click or tap to enter a date.  |   |   |   |

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| **Contributions of funding to innovative scholarship and graduate training** |   |

***Publications and Designs during the Scholarship Evaluation Window (2021 & 2022)***

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| **Refereed Publications - Published, In Press or Accepted for Publication** | **Type** | **Your contributions to multi-authored publications** |
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| **Non-Refereed Publications - Published, In Press or Accepted for Publication –** Conferences that require abstracts to be pre-screened but don’t require authors to respond to referee comments, would normally not be considered “refereed” | **Type** | **Your contributions to multi-authored publications** |
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| **Designs – completed or accepted for presentation** | **Type** | **Your contributions to multi-person designs** |
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| **Publications or Designs in Progress** | **Type** | **Your contributions made to multi-authored publications & designs** |
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| **Other relevant information about publications and designs** |  |

***Other Contributions to Scholarship during the Scholarship Evaluation Window (2021 & 2022)***

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| **Outreach and Engagement**  |   |

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| **Research leadership** |   |

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| **Other relevant information about other contributions to scholarship** |   |

***Scholarship Prior to the Scholarship Evaluation Window***

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| **Summary of highlights of scholarship prior** **to the evaluation period** |   |

**4. SERVICE**

***Internal Service (Within the University of Waterloo)***

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| **Name of Graduate Student Examined** | **Degree** | **Unit and (if not UW) University** | **Role in Exam** | **Date of Exam (Yr/Mo)** |
|   |   |   |   |   |
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| **Administrative and Committee Duties – Home Unit(s)** | **Role** | **Time Period** | **Time Commitment** |
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| **Administrative and Committee Duties – Faculty Level** | **Role** | **Time Period** | **Time Commitment** |
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| **Administrative and Committee Duties – University Level** | **Role** | **Time Period** | **Time Commitment** |
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| **Evidence of good citizenship** |  |

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| **Other relevant information about internal service** |  |

***External Service (to Professional and Scholarly Organizations, and to the Wider Community)***

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| **External service activity** | **Role** | **Time Period** | **Time Commitment** |
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| **Other relevant information about external service** |   |

**5. OTHER ACTIVITIES**

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| **Consulting Client** | **Project Tile** | **Time Period**  |
|   |   |   |
|   |   |   |