



Truckee Meadows Community College

Vice President of Academic Affairs and Student Services

# PROBATIONARY DEVELOPMENT / DEPARTMENT REVIEW REPORT

## Instructions

This form is to be completed each semester for faculty who meet one of the following conditions:

- a. Are on tenure track and need the form completed by the tenure probationary committee.
- b. Are not on a tenure track, but have been assigned a department review committee to assist the faculty member in becoming an excellent contributor to the college community.

The form is to be completed by the tenure probationary committee or department review committee chairperson and submitted to the appropriate supervisory administrator in the President's Office. The committee chairperson also distributes a copy of the report to the faculty member and maintains a copy of the report in the faculty member's tenure probationary or department review committee file folder. The folder remains with the committee chairperson for five years and is then given to the President's Office.

Faculty Member's Name: \_\_\_\_\_ Month & Year Hired: \_\_\_\_\_

Department / Division: \_\_\_\_\_ Tenure Track: \_\_\_\_\_ Yes \_\_\_\_\_ No

\*\*\*\*\*

Evaluation of the faculty member's performance of job assignments:

Evaluation of the faculty member's completion of committee requested activities:

Evaluation of the faculty member's achievement of the "Standards for Recommending Appointment with Tenure" from the NSHE CODE: (To be completed by the department review committee also, in case the faculty member becomes eligible for tenure at a later date.)

\_\_\_\_\_  
Semester/Year

\_\_\_\_\_  
Faculty Member

\_\_\_\_\_  
Committee Member

\_\_\_\_\_  
Committee Chairperson

\_\_\_\_\_  
Committee Member

\_\_\_\_\_  
Dean/Appropriate Supervisor

- Concur with report
- Do not concur with report (see attached comments)

\_\_\_\_\_  
Committee Member