UNIVERSITY OF ILLINOIS AT CHICAGO

COLLEGE OF LIBERAL ARTS AND SCIENCES

MID-PROBATIONARY REVIEW

2018 - 2019

Department:

Candidate:

(Last Name) (First) (Middle)

(UIN)

PRESENT APPOINTMENT

Tenure Code       Month/Year Appointed to Present Rank

**I have read the Mid-Probationary Policies and Procedures**

Non-Evaluative Information Is Accurate:

Candidate’s typed name Candidate’s signature Date

Papers prepared by

Faculty preparer's typed name Faculty preparer's signature Date

I. TEACHING ABILITY AND PERFORMANCE

A. ACTIVITIES

1. Courses Taught and Student Evaluations

In chronological order from oldest to most recent, list courses taught by the candidate and provide the student evaluation information.

| **Semester/ Term** | **Course Number** | **Course Title** | | **Semester Hours** | **\*Average Rating**  **+ SD** | **(n/N)** |
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\*Average of students' ratings of the "Overall Teaching Effectiveness" (or equivalent) of the candidate, on a scale of 5 (Excellent) to 1 (Poor).

SD = standard deviation;

n = number of students who rated the candidate in that course; N = total number of students in that course.

I. TEACHING ABILITY AND PERFORMANCE

A. ACTIVITIES

2. Peer Evaluation of Faculty Teaching

Evaluation of teaching activities may be done by the department executive officer, discipline coordinator, unit director, or by other senior faculty members who are recognized as excellent teachers.

These peer evaluations should address such things as an instructor's ability to present course content and/or skills to students, the appropriate level of difficulty of material presented, relevance of examples, integration of topics, structure of the teaching session, and congruence between course goals and accomplishments.

If confidential letters of evaluation are obtained from former trainees, they can be included in this section.

Statement of Unit’s Policy for the Evaluation of Teaching

Explain how this is done and on what schedule.

(To be completed by the Executive Officer)

(INSERT EVALUATIONS FOLLOWING THIS PAGE)

I. TEACHING ABILITY AND PERFORMANCE - continued

A. TEACHING ACTIVITIES – continued. In chronological order from oldest to most recent, list activities during the probationary period at UIC.

2. a. Graduate Student Advising and Supervision.

Check here if none and explain

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| --- | --- | --- | --- | --- |
| Name of Student | Beginning and Completion Dates | Degree | Thesis Title | Role (director or Committee member) |
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2 b. Graduate Student Exam Committee

Check here if none

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| Academic Year | Number of Committees |
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3. Undergraduate Advising and Supervision, including that related to Honors College.

(List service and activities related to student organizations in Section III, E.)

Check here if none

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| Name of Student | Semester and Year | Nature of Advising/Supervision (e.g. independent study; Honors College capstone advising; Honors College Fellow work) |
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4. Direction of Residents, Post-Doctoral Fellows Research Associates, Visiting Scholars,

or Others

Check here if none

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| --- | --- | --- | --- |
| Name | Beginning and Ending Dates | Resident, Post-Doc, Research Associate, Visiting Scholar, or Other | Nature of Supervision |
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I. TEACHING ABILITY AND PERFORMANCE - continued

A. TEACHING ACTIVITIES - continued. In chronological order from oldest to most recent, list

activities during the probationary period at UIC.

5. Contributions to Instructional Techniques, Software and Teaching Materials, including the creation and implementation of new courses.

Check here if none

6. Formal Recognition of Distinction in Teaching.

Please indicate nature of and criteria for recognition as well as the dates of awards.

Check here if none

II. RESEARCH/SCHOLARSHIP ABILITY AND ACHIEVEMENT

A. HONORS AND AWARDS ETC SINCE RECEIVING TERMINAL DEGREE

(List in chronological order)

Check here if none

B. INVITED COLLOQUIA

In chronological order from oldest to most recent, list Invited Colloquia during the probationary

period at UIC.

Check here if none

C. OTHER EVIDENCE OF RECOGNITION

In chronological order from oldest to most recent, list other evidence of recognition during the

probationary period at UIC.

Check here if none

D. LICENSING/CERTIFICATION

Check here if none

II. RESEARCH/SCHOLARSHIP ABILITY AND ACHIEVEMENT - continued

E. SPONSORED RESEARCH ACTIVITIES. In chronological order from oldest to most recent, list sponsored research activities during the probationary period at UIC. List all grant applications, even if unfunded. (Include here NEH Fellowships, Guggenheims, Great Cities Fellowships, CRB grants, Institute for the Humanities Fellowships, etc.)

| Date of  Submission | Role of Candidate\* | Agency | Title of Proposal | Amount\*\*  Requested | Amount\*\*  Funded | Funding Period |
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\*List PI if other than candidate.

\*\*In multi-investigator projects, list both total amount and amount attributable to candidate, e.g., $123,000/$357,750. **Indicate whether amount is total cost (TC), i.e. direct + indirect, or total direct cost (TDC).** Funding and submissions are subject to verification by the Office of the Vice Chancellor for Research.

II. RESEARCH/SCHOLARSHIP ABILITY AND ACHIEVEMENT - continued

F. PUBLICATIONS, PAPERS, AND OTHER SCIENTIFIC, CREATIVE OR SCHOLARLY WORKS – continued

1. Publications or Other Creative Work Relevant to the Discipline, Published or Accepted for

Publication. List publications in chronological order from oldest to most recent, during the

probationary period at UIC. Please add designation **“Forthcoming”** or **“Published**.**”**

Underline senior author in all categories, and asterisk (\*) refereed publications if listed in categories other than c. The senior author is defined as the major contributor to the publication. If there is a certain significance in the order of authors in multi-author publications in the discipline, please provide a brief summary of the practice.

a. Books and monographs

Check here if none

b. Edited volumes and translations

Check here if none

c. Articles in refereed journals (Do not abbreviate titles; give inclusive page numbers.

If there is a certain significance in the order of authors in multi-author publications

in the discipline, please provide a brief summary of the practice).

Check here if none

d. Other articles, including bulletins and technical reports (Give inclusive page numbers.)

Check here if none

e. Chapters in books (Give inclusive page numbers.)

Check here if none

f. Book reviews (Give inclusive page numbers.)

Check here if none

g. Creative works, (e.g., poetry, composition, exhibitions)

Check here if none

h. Patents

Check here if none

i. Other, (e.g., notes and comments)

Check here if none

II. RESEARCH/SCHOLARSHIP ABILITY AND ACHIEVEMENT -continued

F. PUBLICATIONS, PAPERS, AND OTHER SCIENTIFIC, CREATIVE OR SCHOLARLY WORKS - continued

2. Work in Progress. Add the designation “**Submitted**” to works presently under review but not

yet accepted.

Underline senior author in all categories, and asterisk (\*) refereed publications if listed in categories other than c. The senior author is defined as the major contributor to the publication. If there is a certain significance in the order of authors in multi-author publications in the discipline, please provide a brief summary of the practice.

a. Books and monographs

Check here if none

b. Edited volumes and translations

Check here if none

c. Articles in refereed journals (Do not abbreviate titles; give inclusive page numbers.

If there is a certain significance in the order of authors in multi-author publications

in the discipline, please provide a brief summary of the practice).

Check here if none

d. Other articles, including bulletins and technical reports

Check here if none

e. Chapters in books

Check here if none

f. Book reviews

Check here if none

g. Creative works, (e.g., poetry, composition, exhibitions)

Check here if none

h. Patents

Check here if none

i. Other, (e.g., notes and comments)

Check here if none

II. RESEARCH/SCHOLARSHIP ABILITY AND ACHIEVEMENT - continued

F. PUBLICATIONS, PAPERS, AND OTHER SCIENTIFIC, CREATIVE OR SCHOLARLY WORKS - continued

3. Papers and Poster Sessions Presented at Professional Meetings

In chronological order from oldest to most recent, list papers and poster sessions presented at professional meetings during the probationary period at UIC.

Check here if none

4. Other Scientific Contributions, Creative or Scholarly Works

In chronological order from oldest to most recent, list other scientific, creative or

scholarly works undertaken during the probationary period at UIC.

Check here if none

III. SERVICE

A. SERVICE TO THE DEPARTMENT/COLLEGE/UNIVERSITY

In chronological order from oldest to most recent, list service to the department during the probationary

period at UIC.

Check here if none.

B. SERVICE RELATED TO STUDENTS (use this section to present activities related to student

organizations, etc. Do NOT include student, academic, and research advising – these belong in SECTION I – TEACHING ABILITY AND PERFORMANCE)

In chronological order from oldest to most recent, list service related to students during the probationary

period at UIC.

Check here if none.

C. SERVICE TO THE PROFESSION/DISCIPLINE. Use this section to describe non-university professional activities such as offices held in professional organizations, editorships, and other activities (i.e., grant review activity) from which the candidate gains national or international recognition.

In chronological order from oldest to most recent, list service to the professional discipline during the

probationary period at UIC.

Check here if none.

D. PUBLIC SERVICE

Check here if none

IV. EVALUATION FROM UNIT EXECUTIVE OFFICER

Date:       College:

Candidate:       Department:

The candidate meets expectations for continuance in the fourth year and beyond

The candidate does not meet expectations for continuance in the fourth year and beyond

**JUSTIFICATION AND ASSESSMENT**

Please provide a candid assessment of the candidate’s progress toward promotion and tenure by answering the questions below. Please be aware that this statement will be included in the candidate’s promotion and tenure packet, and that it is the *only* part of this document that can be included (and therefore must be independent of content found elsewhere in the midprobationary report).

1. Describe, in as much detail as possible, departmental expectations for teaching, research, and service at this point in the probationary period, and where the candidate stands with respect to each set of expectations.

2. Please offer detailed recommendations with respect to teaching, research, and service to guide the candidate during the remainder of the probationary period, with the understanding that no assurances about the granting of promotion with tenure, even provisional ones, are offered or implied. It can be useful here to concentrate not only on goals that the candidate should try to meet in each of these three domains, but also to advise the candidate about balancing various demands.

Unit Executive Officer (print name) Unit Executive Officer (signature)

(place name and signature on the last page only

V. EVALUATIONS (continued)

E. ACKNOWLEDGEMENT FROM CANDIDATE OF EVALUATION FROM DEPARTMENTAL EXECUTIVE OFFICER

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| --- | --- | --- | --- |
| Candidate: |  | Date: |  |
|  | |  | |
| Department: | |  | |

(Select one of the following two statements)

I have read and accept the conclusions of this report.

I have read this report and choose to file a written response.

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| Candidate (print name) (signature) | | | |