### Finalist Evaluation Form

This is an example of an evaluation form prepared for use by department members to fill a faculty position with both significant research responsibilities and teaching responsibilities. The details of this example would be adapted to the needs of a specific faculty position.

Applicant Name: FIRST LAST

Date of campus interview: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Log Number: 19-000

Rank/Position Title: Assistant Professor in FIELD

Please indicate the basis of your evaluation (check all that apply):

|  |  |
| --- | --- |
| * CV
* Scholarly papers
* Letters of recommendation
* Teaching demonstration
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | * Group meeting
* Personal meeting
* Lunch or dinner
* Know professionally
* Seen at conference
 |
| **Essential Qualifications** | **Very Strong** | **Strong** | **Fair** | **Weak**  |
| PhD in X, Y, or related field | N/A – addressed in previous step |
| Record of high-quality scholarship |  |  |  |  |
| Ability to obtain research funding |  |  |  |  |
| Ability to teach undergraduate and graduate courses in area of specialization | N/A – addressed in previous step(s) |
| **Preferred Qualifications** | **Very Strong** | **Strong** | **Fair** | **Weak**  |
| Record of research funding |  |  |  |  |
| Excellence in teaching SUBJECT at the university level |  |  |  |  |

Please comment on the finalist’s potential to be an effective scholar at Georgia State University:

Please comment on the finalist’s potential to be an effective teacher and mentor of students at Georgia State University:

Please provide any other comments related to the criteria above.

Please return this evaluation form to PERSON by DATE. Thank you for your feedback.

Adapted from ADVANCE, University of Michigan <http://advance.umich.edu/good-practices.php>