

Faculty Merit Credit Evaluation Sheet

Applicant's Name: _____

Type of application: Teaching Research Service

Instructions: For each statement under "Evaluation Criteria", rate the applicant from 1 (average) to 5 (truly exceptional) by circling the number. Total the scores and place the value on the line labeled "Total".

Notes: Please reserve a score of 5 for an application that is truly exceptional. If all parts of all applications are great, then none are the "exception" (and therefore none are "truly exceptional") - you would instead rank them as "outstanding". However, try to use a wide range of numbers in your scoring.

If after you have tallied all applicants' scores you have two applicants with the *same* score, make a decision which application you like better and add 1 point to its score. If this creates another like-score, continue in this method until all of your scores are distinct. Put your new, final score in the box labeled "Final Score".

Evaluation Criteria:	Average	Good	Very Good	Outstanding	Truly Exceptional
Professional presentation (grammar, spelling, organization, clarity)	1	2	3	4	5
Philosophy statement and narratives are relevant, articulate, and demonstrate merit	1	2	3	4	5
Applicant demonstrates a body of work that is above and beyond normal responsibilities	1	2	3	4	5
Volume, depth, and breadth of work completed	1	2	3	4	5
Creativity/uniqueness of work completed	1	2	3	4	5
Applicant's work elevates the prestige of the university	1	2	3	4	5
Applicant's work directly impacts students or student success	1	2	3	4	5
Applicant's work benefits the local and/or global community	1	2	3	4	5
Scope of impact receiving this award would have on students, faculty, community	1	2	3	4	5
Overall, how would you rate this application?	1	2	3	4	5

Total: _____

Final score:

Comments:
