# FACULTY DATA FORM

**Five-Year Evaluation of Tenured Faculty**

This form should be filled out by the faculty member being evaluated. Please include any additional documentation that might be helpful in this evaluation. Please word process all responses.

Date:

PERSONAL DATA

1. Name of faculty member Signature
2. Pepperdine employment history
	1. Date of first employment with Pepperdine.
	2. When did you receive tenure?
	3. What and when was your last promotion? Your last step increase?
	4. Total years of teaching experience at Pepperdine. TEACHING
3. List courses taught in the last five years.
4. Describe what you believe are your best course plans, your most creative course material, tests, etc. Describe what you have done in the last five years in your classes to improve your teaching effectiveness. Include any changes you have made in your teaching philosophy or pedagogical methods. Also incorporate any measures taken to improve your effectiveness (e.g., as attendance at teaching workshops at Pepperdine or elsewhere).
5. Describe your contributions to curriculum planning, programs for majors, and advising.
6. Evaluate your role in supervising internships, student research where applicable, and the like.

SCHOLARLY, ARTISTIC OR PROFESSIONAL ACHIEVEMENT

1. List and describe your scholarly, artistic, and professional achievements since your last RTP evaluation. Include published written work, student research where applicable, unpublished manuscripts, papers read at meetings of learned societies, lectures to knowledgeable public groups, participation in colloquia or panel discussions at your own or other institutions, creative work (whether exhibited or performed outside or within the University), or appropriate clinical or consulting practice. For the sake of clarity, published works must be listed distinctly and separately from unpublished works or other achievements (such as research in progress, lectures, presentations, etc.).
2. Evaluate the work listed above. Which do you believe to be the most important contributions to your field and why?
3. Describe and evaluate your current research; artistic, professional, or course development activities.
4. Describe ways in which you have kept current in your field, for example, courses, seminars, meetings, and special study programs attended in the past five years. List journals read on a regular basis and significant books, monographs, or professional materials read in the past five years.

PROFESSIONAL AND COMMUNITY SERVICE

1. List, describe, and date relevant membership, activities, and offices held in professional associations and societies. Evaluate your membership in these associations. What have you contributed to the association and your profession through your membership? Have your professional contributions improved your teaching and advising effectiveness?

COMMUNITY SERVICE

1. List and describe all community service activities, especially those associated with civic or service organizations, including offices held, since your last RTP evaluation.
2. Which of the activities listed in response to item 12 do you consider to be your most important contributions to your community and why?

DIVISION, COLLEGE, AND UNIVERSITY SERVICE

1. List the important university committees you have served on and divisional responsibilities you have fulfilled since your last evaluation by the Rank, Tenure, and Promotion Committee. Include work with the Faculty Association, divisional, college, and university committees, sponsorship of student organizations, and participation in con- vocation. Where do you think you have made your most valuable contributions and why?
2. Which of the activities listed in response to item 14 do you consider to be your most important contributions to the university, the college, or your division and why?

SUPPORT FOR MISSION STATEMENT

1. Describe your consistent pattern of support for generally accepted Christian values and the Mission of Pepperdine University as these are described in the Mission Statement of 1999, and describe your active participation in a community of faith. If possible, discuss your integration of faith and learning in the classroom.

ADDITIONAL FACTORS

1. State other factors, if any, which you wish the Committee to consider.