



Ohio Administrative Code Rule 3337-18-11 Annual faculty performance evaluation.

Effective: July 22, 2025

(A) Purpose

This policy is established to ensure compliance with the requirements of section 3345.452 of the Revised Code, which mandates that all full-time faculty directly compensated by the university undergo annual performance evaluations using standardized, objective, and measurable criteria.

(B) Scope

This policy applies to all full-time faculty members compensated directly by Ohio university, including those in tenure track, instructional, and clinical faculty classifications, as defined in the Ohio university faculty handbook. For the purposes of this policy, full-time faculty members refer to Ohio university employees with 0.8 FTE (full-time equivalent) appointments who are designated as having faculty status per the Ohio university faculty handbook.

(C) Policy statement

This policy encompasses annual performance evaluations and related administrative processes.

(1) Requirement

Ohio university shall conduct an annual performance evaluation for each full-time faculty member who it directly compensates.

(2) Evaluation

(a) Department/ school oversight

Department chairs, school directors, or equivalent administrators are responsible for conducting



annual evaluations, utilizing departmental committees that adhere to established written procedures.

(b) Evaluation criteria

Evaluations must be comprehensive and include standardized, objective, and measurable performance metrics.

(c) Evaluation areas

Each evaluation must assess performance in any area where the faculty member has devoted at least five per cent of their annual work time, including teaching, research/scholarship/creative activity, service, clinical care, administration, and other categories as determined by the university.

(d) Performance assessment

Each evaluation shall include a summary assessment of the performance areas listed in this paragraph, using the parameters: "exceeds performance expectations," "meets performance expectations," or "does not meet performance expectations."

(e) Student evaluations

Student evaluations conducted pursuant to section 3345.451 of the Revised Code shall account for at least twenty-five per cent of the teaching area component of the evaluation.

(f) Projected work effort distribution

Each evaluation shall establish a projected work effort distribution for the faculty member for the next year, compliant with the university's established workload policies adopted under section 3345.45 of the Revised Code and approved by the college dean or equivalent.

(3) Evaluation review and approval

Evaluations shall be conducted by the department chair, school director, or equivalent administrator,



reviewed and approved or disapproved by the dean, and submitted to the provost for review. If there is disagreement between the chair/director and dean, the provost shall have final decision authority.

(4) Appeals

Faculty members may appeal evaluation outcomes through established grievance procedures.

(5) Documentation and record-keeping

Evaluation letters and related documents shall be maintained in faculty personnel files, accessible to authorized personnel involved in employment, salary, or promotion decisions.