



Ohio Administrative Code

Rule 3342-6-29 University policy regarding faculty annual performance review.

Effective: December 28, 2025

(A) The University shall conduct an evaluation for each full-time faculty member who it directly compensates. The evaluation shall be conducted by the academic unit administrator or campus dean. Evaluations conducted by department chairs or school directors shall be reviewed and approved by the college dean. The provost shall have final decision authority.

(B) The evaluation shall be comprehensive and shall include standardized, objective, and measurable metrics developed by the university in consultation with the faculty senate.

(C) The evaluation shall include an assessment of performance for each of the following areas on which a faculty member received at least 1.5 workload credits (5% of their work time) over the preceding academic year:

- (1) teaching
- (2) directing labs and studios
- (3) advising theses or dissertation
- (4) developing distance learning courses
- (5) research or creative activity
- (6) clinical care
- (7) service
- (8) administration



(9) librarianship

(10) other, as appropriate

(D) Faculty being evaluated shall submit an updated curriculum vita and may submit a narrative. Administrators conducting the evaluation shall review the faculty member's updated curriculum vitae, any narrative submitted, course syllabi for each course during the academic year for which the faculty member is being evaluated, student evaluations and any peer reviews of teaching from the academic year for which the faculty member is being evaluated, and any materials submitted in connection with a reappointment, tenure, or promotion review conducted during the academic year for which the faculty member is being evaluated.

(E) In each of the applicable performance areas listed in paragraph (C) above, the administrator conducting the review will provide a summary assessment using the parameters "exceeds performance expectations," "meets performance expectations" or "does not meet performance expectations."

(F) Student evaluations conducted pursuant to section 3345.451 of the Revised Code shall account for twenty-five percent (25%) of the teaching area component of the evaluation.

(G) Faculty receiving an assessment of "does not meet performance expectations" in any category shall have the right to submit a written appeal of that assessment. Appeals shall be reviewed by the appropriate faculty advisory body which shall make a recommendation to the administrator conducting the evaluation. Both the written appeal and the recommendation by the appropriate faculty advisory body shall be included along with the final assessment resulting from the appeal by the administrator conducting the review.

(H) The evaluation shall establish a projected work effort distribution for the faculty member which will be reflected in the faculty member's workload for the following academic year and used in the evaluation of the faculty member's performance for that following academic year. The projected work effort distribution that results from the evaluation shall be compliant with rule 3342-6-18 of the Administrative Code and shall receive approval from the college or campus dean.



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(I) This policy shall be reviewed and updated as needed by the faculty senate and reviewed and approved by the board of trustees at least once every (5) five years.