



November 20, 2020

Dear Faculty Colleagues,

Some of you have asked questions about how evaluations will be handled this year. To help respond to those questions, I am resending [the link to the memo](#) sent by the Academic Senate and me on July 13, 2020, regarding AY 2020 Plans of Work (POWs) and faculty self-appraisals. In that memo, POWs for AY 2020 were suspended and it was proposed that colleges “adopt an approach to self-assessment and evaluation this year that minimizes the time and effort required by all parties.” The memo makes it clear that faculty cannot be held accountable for goals they set before the start of the pandemic and provides guidance on evaluation of junior faculty and all faculty given the potential changes in workload related to the COVID-19 pandemic.

In the recent faculty pulse survey, 61% of faculty felt that they would benefit from being able to submit a COVID impact statement as part of their annual self-appraisal, with a higher percentage among some demographic groups. Based on this feedback, we will be introducing an optional COVID impact template that will enable faculty to efficiently document impacts. This form will be accompanied by tip sheets for both faculty and department chairs/heads on how faculty can efficiently document impacts and how chairs can use this information to better inform evaluations. We anticipate sharing both the form and tip sheets in early December so that faculty can use this guidance in doing their self-evaluations.

We know how challenging 2020 has been, both personally and professionally, and we are grateful for your dedication to your students, scholarly work, and service. Thank you for your ongoing efforts as we continue to navigate uncharted territory.

Sincerely,

Ellen Granberg, Ph.D.
Provost and Senior Vice President for Academic Affairs