

## EXTERNAL EVALUATOR SELECTION FOR FACULTY EVALUATION

Candidate Name: \_\_\_\_\_

Department/School/College: \_\_\_\_\_

From the Auburn University Faculty Handbook (Section 3.6.5.3.E): “In consultation with the candidate and the faculty voting on the candidate the head (or dean) shall compile a list of potential evaluators. He or she shall then seek responses from at least three of the potential evaluators. These evaluators shall be people outside of Auburn University who are nationally acknowledged experts in the candidate's field and can comment on the quality and reputation of the candidate's work. If the evaluator is from an academic institution, he or she shall be of higher academic rank than the candidate. Letters from the candidate's major professor for a graduate degree, from former graduate students, and from ongoing research partners are unacceptable. Evaluators may be associated with industry, government agencies, foundations, etc.”

- I. Candidate's List of 4-6 Suggested Evaluators: (Please provide complete name, title (include faculty rank), address, phone number and a short description of the applicability of suggested evaluator's credentials or attach his/her vita. Any professional or personal relationship between the faculty member and the evaluator should be identified.) **Due to the Academic Unit [Head/Chair/Director/Dean] by [Date].**
  
- II. Department Committee/Chair/Head's List of Evaluators: (Please provide complete name, title, address, phone number, and a short description of the applicability of suggested evaluator's credentials or attach his/her vita. Any professional or personal relationship between the faculty member and the evaluator should be identified.) **Due to the Academic Unit [Head/Chair/Director/Dean] by [Date].**
  
- III. Final List of 4-6 External Evaluators--to be contacted using an approved letter (attach copy of

letter). Please indicate alternate evaluators in case any evaluators initially identified are found to be unavailable. **List due to the [Head/Chair/Director/Dean] for approval on or before [Date]. Evaluations must be solicited no later than [Date].**

**• NOT TO BE SHARED WITH CANDIDATE •**

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Head/Chair's Signature

Date

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Dean's Signature

Date