**Drake University - College of Arts and Sciences**

**Professional Activities Highlights and Evaluation (Department Chair)**

**Calendar Year: 2023**

This Professional Activities Highlights and Evaluation (PAHE) form is used by Department Chairs in non-PAR years to summarize the most important accomplishments of the year. The Professional Activities Record (PAR) is required every three years for all tenured faculty (those whose **last names** start with A-H submit the PAR in January 2025, I-P in January 2026, and **Q-Z in January 2024**). **An updated *c.v.* must be appended.**

Name: Rank:

Department: Date:

TEACHING HIGHLIGHTS:

SPECIAL ACCOMPLISHMENTS IN SCHOLARSHIP/CREATIVE ACTIVITY:

NOTABLE CONTRIBUTIONS TO THE DEPARTMENT, COLLEGE, PROFESSION, AND COMMUNITY:

**SUMMARY CONTENT:**

**The Dean will** write a paragraph or paragraphs of evaluation in response to the above highlights. The evaluation should use appropriate adjectives to place the performance at a point on a spectrum ranging from unsatisfactory to outstanding.

Department Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Statement from department chair attached? Yes No

Dean's Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_