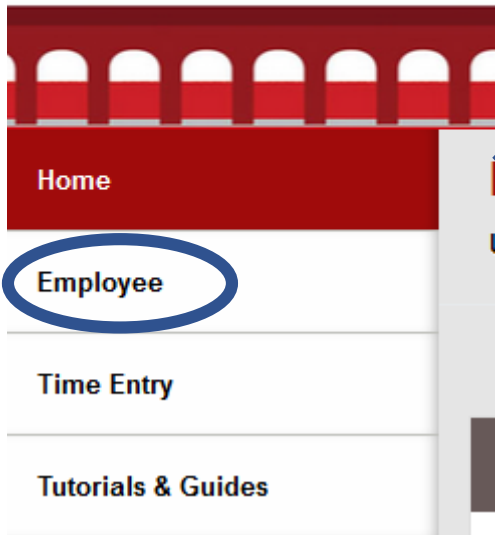


Faculty Evaluation

Self-Evaluation

Step 1

Login to Cornerstone



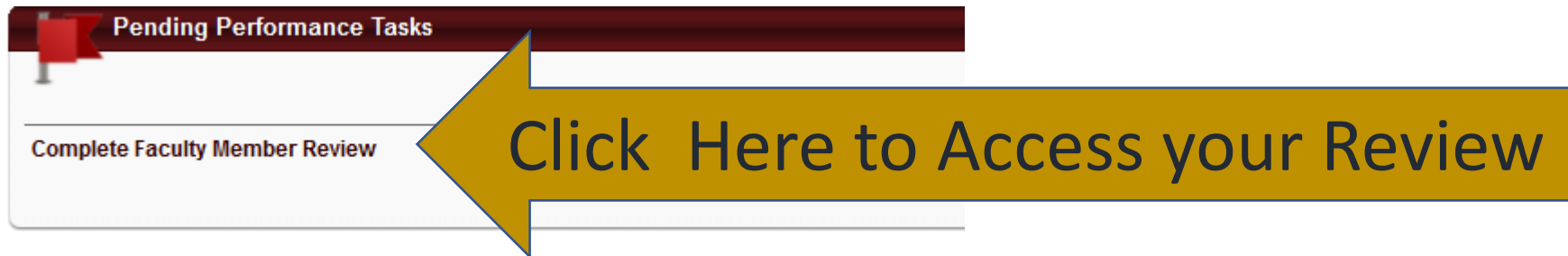
louisiana.edu

In ULINK click on
“Employee” tab
then click on
“Cornerstone”
in the Human
Resources block



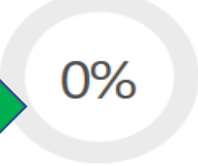
Access Your Faculty Evaluation

Pending Performance Tasks will be in the Lower Left Block of Your Cornerstone Welcome Page





999966|Associate Professor
1/1/2019 - 12/31/2019



Pages
Of the
Review;
Checkmark
will darken
when page
is visited



- Overview
- Teaching Activities
- Research Activities
- Service Activities
- Administration Activitie...
- Summary
- Teaching Evaluation
- Research Evaluation
- Service Evaluation
- Administration Evaluati...
- Acknowledgment for F...

Overview

Self-Evaluation can assist you to: improve the educational experiences you provide for your students, identify the professional education you need to develop further your capacity to teach and research thoroughly and, prepare for your performance review with your department head. Self-evaluation can range from personal reflection to formal assessment. Based on a constructive self-evaluation of your abilities to teach, conduct research and scholarly activities, and participate in service activities. Refer to the Faculty Handbook Document XXI, The University of Louisiana at Lafayette Faculty Workload Policy for additional information regarding each workload track. A faculty member's track will be determined in consultation with his/her department head and dean.

Review Step Progression

- Faculty Member Review**
Due: 11/2/2019
- Department Head Review
- Dean Review
- Discussion and Acknowledgement
- Faculty Member Acknowledgment
- Provost Review

Steps (Workflow) Of the Review



Get Started

Click “Options” on the Top Right of Page to:

- Add Attachments to the Review (Maximum of 3)
- Complete the Review Offline (Opens an Excel Spreadsheet)
- Print or Save Review as PDF

2019 Annual Faculty Evaluation Form



999004|Associate Professor
1/1/2019 - 12/31/2019

Options ▾

Attachments
Complete Offline
Upload Review
Print Review

0%

Teaching Activities

This section will be populated with each course you've taught in the prior calendar year. In the comment fields below each course, document significant successes or innovations achieved during the semester and any other pertinent information.



Click [Save and Continue](#) To Move to Next Page

Research Activities

Enter information Regarding Research Activities in the Appropriate Comment Box



Click  To Move to Next Page

Service Activities



Enter information Regarding Service Activities in the Appropriate Comment Box

Click [Save and Continue](#) To Move to Next Page

Administration Activities

This area is to be completed by those who have and Administrative Role within the Academic Department that is approved by the Provost.
If Applicable, Enter information in the Comment Box where appropriate.

Click  To Move to Next Page

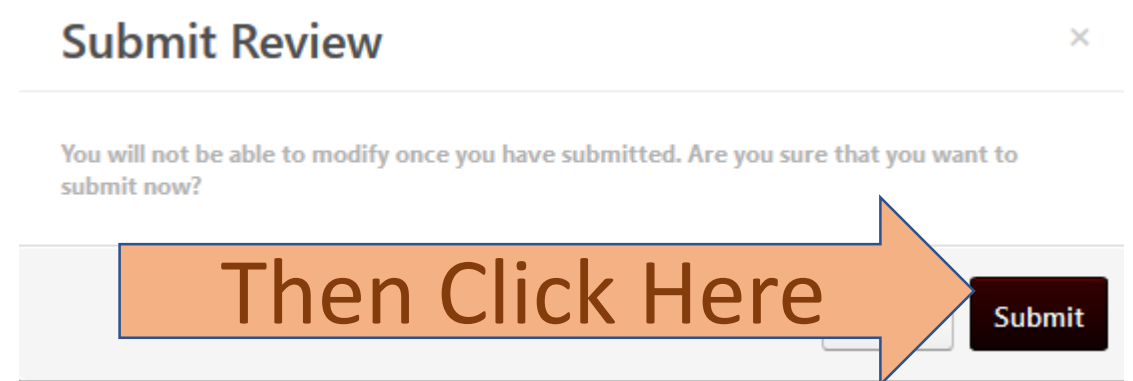
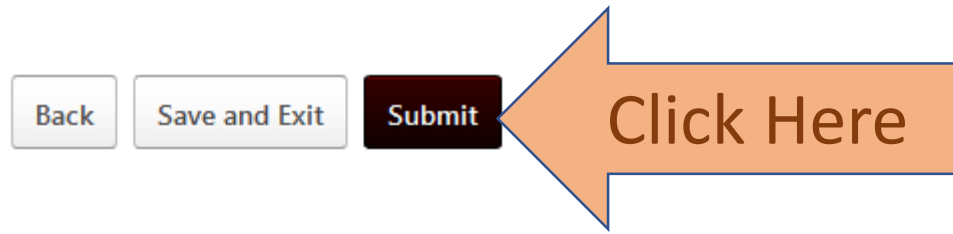
Summary

Use the Comment Box on the Summary page to enter Information, Observations or Comments that may be appropriate for the Overall Evaluation

100% indicated at
Top Right but You're
Not Done!



The “Submit” button will appear when all of the Pages for this Step have been Viewed



To View a Previously Submitted Evaluation

Click on Navigation Icon (Hamburger) in the Upper Right Corner of Cornerstone Page. Then Click on “Performance” then, “Performance Reviews”



- Home >
- Learning >
- Performance >
- Goals
- Performance Reviews
- Competency Assessment Su...
- My Checklists
- My Peers
- Development Plans
- Manage Employee Relationsh...
- To Do's
- Manage Shared and Dynamic...
- Observation Checklists
- Reports >

Launch Review

My Assigned Reviews | My Personal Reviews

Title: Search

Show completed and expired tasks

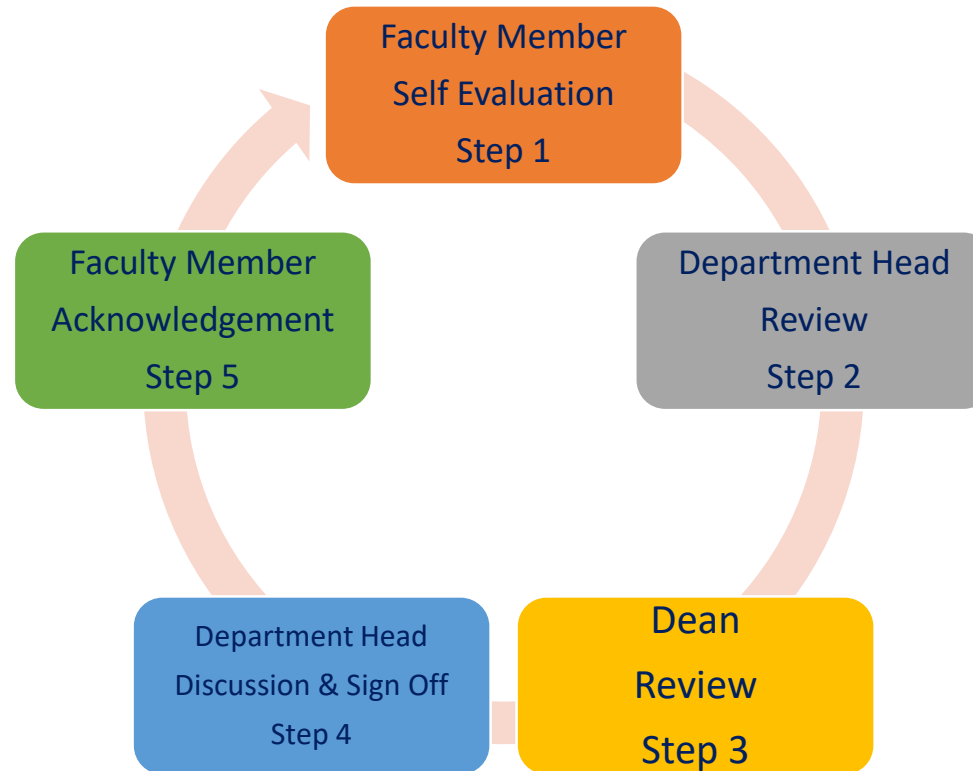
Title ▾

Complete Faculty Member Review



Then Click in Box

Step 1 Complete



The Review Moves to the Department Head Queue