Candidate Evaluation Tool for Faculty Searches

The sample rubric below is modified from UC Berkeley’s Sample Candidate Evaluation Tool for Faculty Searches. You will need to customize this for each search based on the desired criteria. Consider the use of a Google Form to expedite the review and scoring process.

- Consider using a 1-5 rating for each category (5 = excellent, 4 = very good, 3 = good, 2 = fair, 1 = poor), where any score of "1" would disqualify a candidate from moving forward.

- Calibrate the scoring form by first discussing and agreeing on the selection criteria, and then having all committee members independently score 5-10 applications to assess reliability (see Appendix 1 for example of a calibration exercise for DEI statements)

- Weights can be assigned to different categories as needed (e.g., if Research should be 60% of the total score, the three research categories can receive weighting to make them proportionately 60%).

<table>
<thead>
<tr>
<th>Research</th>
<th>Teaching</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curricular Fit</td>
<td>Productivity</td>
</tr>
<tr>
<td>1-5</td>
<td>1-5</td>
</tr>
</tbody>
</table>

Example areas for assessing research quality and potential:
- Past research accomplishments (publication record--emphasize quality not only number or journal, impact/novelty of research, presentations, grants/ fellowships etc.)
- How well does the proposed research mesh with current research in the department? Would they find research colleagues here? Synergy can come from techniques, systems, etc.
- Potential for interdisciplinary collaboration
- Interest and ability to develop a new research area

<table>
<thead>
<tr>
<th>Service</th>
<th>Contributions to DEI (see separate rubric)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus</td>
<td>Professional Community</td>
</tr>
<tr>
<td>1-5</td>
<td>1-5</td>
</tr>
</tbody>
</table>

Example areas for assessing service:
- Potential or track record of department engagement
- Potential to make a positive contribution to the department climate
- Potential to be a conscientious community member
- Potential to make positive contributions to the professional community

Example areas for diversity, equity and inclusion:
- Knowledge of, experience with, and interest in dimensions of diversity and familiarity with challenges faced by underrepresented individuals and the need to identify and eliminate barriers to their full and equitable participation and advancement.
- Experiences or participation in activities designed to remove barriers and increase participation of underrepresented students, staff, and/or faculty.
- Specific ideas for programs, initiatives, or activities to initiate at UCI if hired.