

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%).

Research			Teaching		
Curricular Fit	Productivity	Plans	Teaching Area	Mentoring	
1-5	1-5	1-5	1-5	1-5	
Example areas for assessing research quality and potential: <ul style="list-style-type: none"> • Past research accomplishments (publication record-- emphasize quality not only number or journal, impact/novelty of research, presentations, grants/ fellowships etc.) • Research plan. Potential for sustained impact and extramural funding? Creative, doable, exciting? Long-term and short-term vision? Also consider info from rec letters. • 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 			Example areas for assessing teaching quality and potential: <ul style="list-style-type: none"> • Potential to or demonstrated ability to teach undergraduate and graduate courses (specify which areas) • Interest in teaching and record of teaching accomplishments • Knowledge and experience in evidence-based pedagogical practices such as active teaching and culturally responsive pedagogy • Ability or potential to attract and successfully mentor excellent graduate students • Publications on teaching pedagogy (LSOE positions), and/or ideas for implementation and other scholarly examples of knowledge transfer related to teaching 		
Service			Contributions to DEI (see separate rubric)		
Campus	Professional Community		Knowledge	Track Record	Plans
1-5	1-5		1-5	1-5	1-5
Example areas for assessing service: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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. 		