

**Drake University - College of Arts and Sciences Professional Activities
Highlights and Evaluation (PAHE) (Department Chair)
Calendar Year: 2024**

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 2027). A 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 faculty member, attached? Yes No

Dean's Signature: _____

Dean's summary evaluation, attached? Yes No