FSU | OFFICE OF FACULTY DEVELOPMENT & ADVANCEMENT

MEMORANDUM

To: Vice Presidents, Academic Deans, Directors and Department Chairs

From: Dr. Jeanette Taylor
Vice President Faculty Development and Advancement

Date: November 18, 2026

RE: Evaluation of Adjuncts – Fall 2026

As a reminder, performance evaluations of adjuncts assigned as instructors of record are to be completed no later than three weeks after the close of each semester (January 15, 2027, for Fall 2026 evaluations). Please consult, as needed, the FSU Policy on Evaluation of Instructors of Record.

Evidence of performance to be considered includes, for example, data from SPCI responses administered consistent with university policy, peer and/or supervisory classroom visitations, and other relevant information.

Reappointment as an adjunct remains contingent upon the results of the evaluation. Please use the Adjunct Instructor Teaching Evaluation Form.