



STANFORD CENTER FOR TEACHING AND LEARNING DESIGN

DISCLAIMER This document provides a summary of information contained within the ~~locally~~ negotiated [Memorandum of Agreement \(MOA\) Faculty Evaluation Procedures \(2015\)](#) and [Faculty Evaluation Policy \(2016\)](#). As such, it serves only as a resource from the Center for Teaching and Learning Design, and all faculty members have full responsibility for thoroughly reading and understanding the official terms. In addition, it is the responsibility of the employee to clearly understand the expectations of University, School, and Program Standards as it pertains to your position for potential tenure and/or promotion.



guide on Second-Fifth Year File Construction for instructions on the preparation of your file.

- x In the Spring of 2016, the University of North Carolina System (UNC) implemented a new policy regarding the preparation of faculty files. This policy is outlined in the UNC System Policy 504 (R) on Faculty Files, effective 12/1/16. The policy is available at [http://www.uncc.edu/policies/504-r-faculty-files](#).

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