



To: Tenured/Tenure-Track Faculty

From: Holly Farley, EdD, RN, Provost and VP for Academic Affairs

Date: September 16, 2026

Subject: Faculty Evaluation Portfolios

A handwritten signature in blue ink, likely belonging to Holly Farley, the Provost and VP for Academic Affairs.

Article 8.1 of the applicable collective bargaining agreement (Agreement) specifies, "The purposes of evaluation are to judge the degree of effectiveness of an employee's performance, to identify areas of strength and weakness, and to improve employee performance. Additionally, it shall provide a basis for the University President and Board to make decisions, as appropriate, concerning retention, promotion, or tenure."

Article 8.9.c(7) of the Agreement specifies that after the Spring 2026 evaluation round Unit A Faculty shall submit portfolios electronically according to the process and through the online platform established by the University. The online option preserves contractual, security, confidentiality, and other protected aspects of the evaluation process including evaluation criteria, levels of achievement, and all contractually prescribed evaluators.

The Online Faculty Evaluation module is available as a course at D2L Brightspace (<https://www.eiu.edu/d2l/>). The course provides a place to submit and review online evaluation materials, the necessary forms, and instructional materials to use as you progress through the process.

Please contact Bradley Tolppanen bptolppanen@eiu.edu and Patty Watson pawatson@eiu.edu in the Office of Academic Affairs for information on accessing the electronic portfolio option through D2L Brightspace.

cc: Dr. Kai Hung, UPI Chapter President