

11 March, 2020

To: Dr. Abla Hasan
From: Nora Peterson, Chair
Modern Languages and Literatures

Re: Annual Evaluation of Faculty Performance

An annual evaluation of faculty performance is required by the Bylaws of the Board of Regents, and this letter constitutes that evaluation.

As the *Guidelines for the Evaluation of Faculty* indicate, faculty are to be evaluated within the terms of the faculty member's apportionment of responsibilities. Within your MLL 1.0 FTE, your 2019 apportionment was distributed .80 Teaching, .00 Research, and .20 Service/Outreach. If you would like to adjust your apportionment, please let me know in writing. The Advisory Committee highly encourages you to change your apportionment to the standard 10% for Professors of Practice in order to receive some credit for your extraordinary research contributions.

As per Department Bylaws, I met with the Salary/Merit Advisory Committee whose members evaluated your work based on the materials you submitted. The committee and I came together and discussed the evaluation of each file and I took note of the ratings of the committee members and considered their ratings as I completed this review. Each of us left the room when our file or the file of a partner was discussed. The assigned scores are associated with corresponding evaluation adjectives: outstanding (5), superior (4), good (3), satisfactory (2), inadequate (1), and fails to meet minimum standards (0).

For the 2019 merit cycle, the Salary Merit Advisory Committee assigned the following ratings : 5 Research (though you have no research apportionment); 5 teaching, 5 service.

Research (5). Although you do not have a research apportionment, the Committee unanimously noted that we would rate you as a 5 in research. Your publication last year of your monograph, in addition to your work on the piece for Brill and your book review, comprise important and brilliant work in your field. We highly encourage you to change your apportionment so that you can be recognized for your excellent research.

Teaching (5). The Committee noted your heavy teaching load and your excellent teaching scores and comments from students. In addition, you engage in lots of curricular development, participate in the DISC program, and represent our department when you teach courses in other units such as Women's and Gender Studies. You also

teach summer courses and engage in many important activities that attract students to the minor.

Service (5). There is no question that your level of service is truly extraordinary, not only to the department, but to your students, and to the greater Lincoln community. You have collaborated with UNK, serve as coordinator of the Arabic Studies minor, have participated in the Osher Learning Institute, and often participate in outreach (such as guest lectures at First Plymouth Church). You are an inspiration to us all, Abla, and we very much appreciate your collegiality and warmth as a colleague.

Upon receipt of this letter, please plan to take the following two steps:

1. Review this letter and return a signed copy to 1111 Oldfather Hall no later than **Tuesday, March 31**. Signing the letter does not in any way indicate that you agree with the ratings, but only that you have seen them. You may also appeal in writing to me or to the Salary Merit Advisory Committee one or more of the ratings assigned. **If you do wish to appeal the ratings, please do so by Tuesday, March 31.**
2. Schedule a time and meet with me no later than **Friday, September 18, 2020** to discuss your specific goals for scholarship, teaching, and service for the coming year. I will note when meetings were not held in next year's evaluation letters for the faculty. Please initiate scheduling the meeting with me (I will send a reminder at the end of the summer). It is important for me to understand what you are working on, your goals, and to understand how the department can best support you. I look forward to our conversation.

I would also be available and pleased to discuss this evaluation with you at any time.

Note: Some of you have already met with me this semester, and I anticipate trying to meet with everyone else remotely or in-person in the coming weeks. If we have met during spring 2020, you do not need to schedule another meeting with me until the next merit cycle (although you are welcome to do so).

Signature

Date