

Service

	7	6	5	4	3	2	1
	Exceptional	Excellent	Commendable	Very Good	Good	Satisfactory	Needs Improvement
Service to Profession	Holding a significant national office in a professional organization; editing a major journal; heading the planning of a national conference or event		Showing growing responsibility in a national/ regional organization; serves on the editorial board of a scholarly/professional journal; active peer referee (>1 review) for a professional/ scholarly journal; serving as an external previewer for TPR at other libraries; moderating listserv or managing website of external professional organization; writing regular reports of organizational activities for professional publications		Attend professional meetings and conferences; participate as a member of a professional committee/task force*;referee (1 or 0 reviews) for scholarly/professional journal; write a one-time report on an organizational activity for a professional publication		
Service to University	President/Vice-President of the Faculty Senate or Representative to the Board of Trustees; Head of University search committee at Dean level or above; Chair a significant University task force; Chair of Faculty Senate Standing Committee or Grievance Board		Serve as University Marshal; Chair University committee (or take other documented significant role); member of thesis/dissertation committee; member of University search committee at Dean level or above; Member of Faculty Senate or Grievance Board		Serve on a currently-active University committee; Faculty Senate Alternate		
Service to Libraries	Chair a major library task force; author significant organizational report of document*; organize major library improvement/service project*		Chair active library committee (or take other documented significant role); take significant role in major library improvement/service project*		Serve on a currently-active library committee/task force/project*		
Honors and Awards	National recognition by significant professional organization		Significant University or regional/state/ professional award		Other less prestigious job-related honors and awards		
Other	Significant service to the community that draws upon professional expertise*		Volunteer consulting in a professional capacity*		Attends appropriate library and campus functions*		

*not mandated by job description or duties