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Date: April 1, 2026

To: AAUP-AFT Legacy AAUP-BHSNJ Faculty
NJEA Program Directors

From: Bishr Omary, Senior Vice Chancellor for Academic Affairs and Research
Meredith Mullane, Vice Chancellor for Academic Affairs

cc: Deans, Directors, Chairs, Division Chiefs, Faculty Administrators

RE: AAUP-AFT Legacy AAUP-BHSNJ Faculty Performance Evaluations – 2025-2026
NJEA Program Director Faculty Performance Evaluations – 2025-2026

We write to remind you of the deadlines for the faculty performance evaluation process for 2025-2026 for faculty in the AAUP-AFT Legacy AAUP-BHSNJ and the NJEA Program Directors units. Faculty are required to submit their self-evaluation and other materials required by the school/unit to their chair or unit director no later than **May 1, 2026**.

For all faculty in the AAUP-AFT Legacy AAUP-BHNSJ and NJEA Program Directors units, the evaluation will be completed online via this [link](#). You can find more information, including an FAQ [here](#). Training videos are posted on the website.

The supervisor/unit director will then complete the evaluation process, including a meeting with the faculty, no later than July 15, 2026. These meetings are important and support faculty development. An in-person meeting is recommended, but virtual is acceptable. These meetings should not be conducted via email or telephone.

This is an important opportunity to receive and provide feedback, and discuss career trajectory and needs, and set goals. **Thank you in advance for completing your evaluation by the due date and working with your unit directors.**

Please be advised that faculty are responsible for the review and confirmation of all current and proposed Full-Time Equivalent (FTE) distributions, including both productivity and contract clinical effort (cFTE).

While the system is straightforward and intuitive, we are offering one training and Q&A session for faculty. This session will be recorded and posted on the Rutgers Health Faculty Affairs website [here](#).

- The training and Q&A session will be held on **Thursday, 4/9/2026 at 11:30am-12:30pm**, please use this [link to register](#).

Please note, your school/unit will communicate with you regarding any materials required in addition to the faculty evaluation form.

For questions related to the evaluation process, please reach out to your school/unit's faculty affairs office. Please refer to the chart below for the appropriate contact person in your school/unit who can assist with questions about the online evaluation tool.

School	Contacts
New Jersey Medical School	Anjana White and Debra Pittman
Robert Wood Johnson Medical School	Roger Thornton
Rutgers Cancer Institute	Karen Robbins and Christie Gallant-Spiezio
School of Dental Medicine	Audry Burnett
School of Health Professions	Cindy Merlino
School of Nursing	Betty Kingsley and Johanna Rosa
School of Public Health	Paris Mourgues and K. Maynard

The **Rutgers Health Faculty Affairs** can be reached at rbhsfacultyaffairs@rbhs.rutgers.edu or by phone at 973-972-7595 if further assistance or information is required.