



# College of Education – PPE



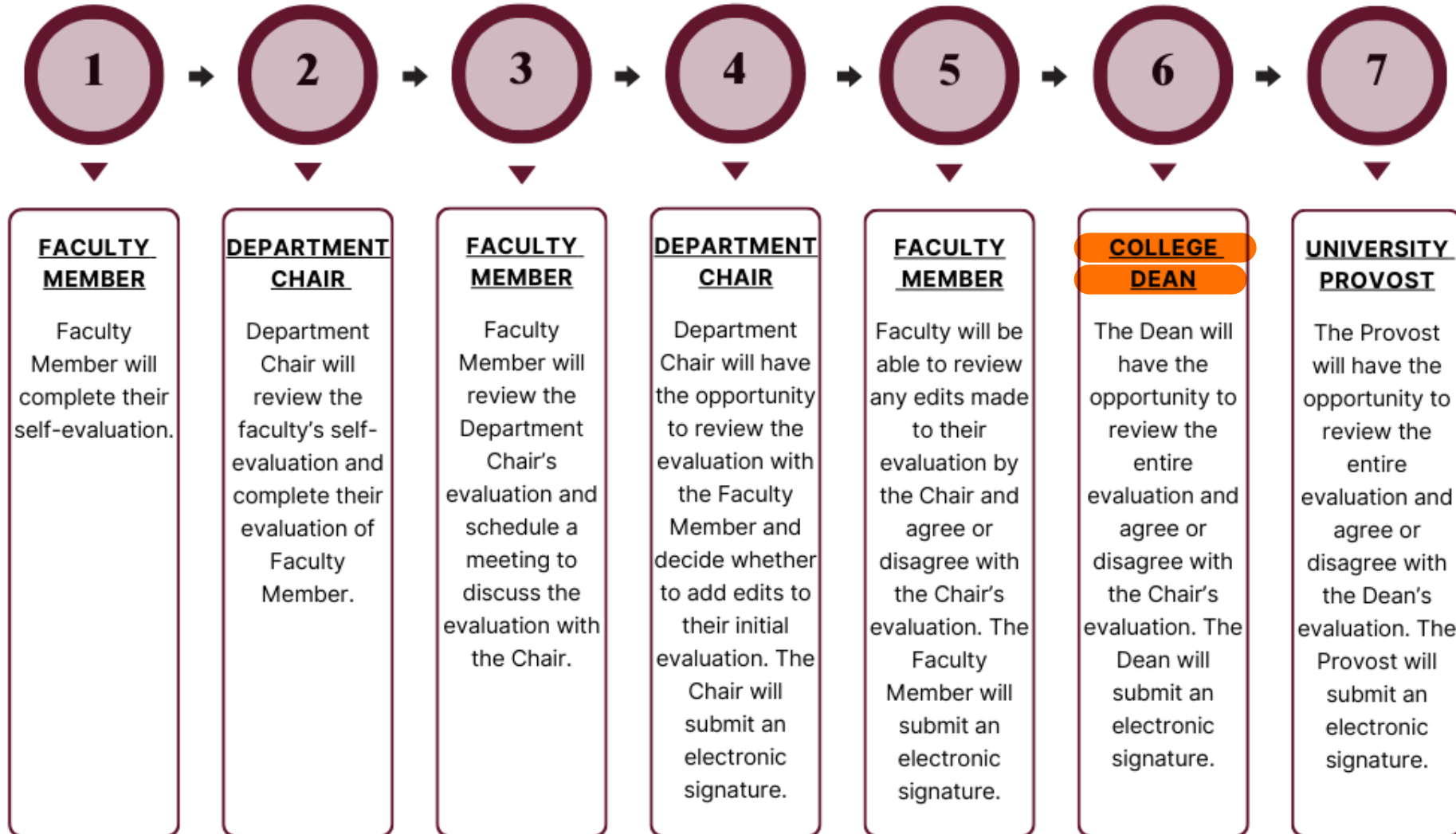
Anthony J. and Georgia A. Pellegrino Hall

The image shows a two-story brick building with a balcony on the upper level. The balcony has a metal railing and is supported by several teal-colored columns. The building has several rectangular windows on the second floor. In the foreground, there are lush green bushes with bright pink flowers. The sky is blue with some white clouds.



# Texas A&M International University

## PPE 7-Step Workflow



# Logging into AEFIS

Website:

<https://tamiu.aefis.net>

Make sure and have Duo  
Connect to login.

Login with your TAMIU  
Credentials



Remember me on this computer

**SIGN IN**

[Forgot Password?](#)

[Create Account](#)

Questions or Concerns? Please contact the OIT Helpdesk at 956.326.2310, [hotline@tamiu.edu](mailto:hotline@tamiu.edu), or [chat](#).

# OR Log in through Uconnect

The screenshot shows the 'My Apps' dashboard for TITU. The dashboard features a grid of application tiles. The 'AEFIS' tile, located in the second row, third column, is highlighted with a yellow border. A yellow arrow points from the 'Handshake Student Job Portal' tile to the 'AEFIS' tile. The top right corner of the dashboard shows the user's name 'jessica.verastigui' and a profile icon. The TITU logo is visible in the top left corner.

App Name	Icon Description
eLearning (Blackboard)	Laptop icon
Email	Envelope icon
TAMUS SSO	Lock icon
Employee Newsletter	IN logo
TAMU Calendar	Calendar icon
WebFocus 9.2.1 (NEW)	Grid icon
WebFocus 8207.28.06 (OLD)	Grid icon
Handshake Student Job Portal	Briefcase icon
<b>AEFIS</b>	<b>AEFIS logo</b>
Room Reservations (Ad Astra)	Calendar with checkmark icon
Make a Payment	Card icon
TAMU OneCard	Person with ID card icon
Infobase Learning Cloud	Lightbulb icon
Library	Open book icon
Rec Sports	Sports equipment icon
Voter Registration	Laptop with checkmark icon
Employee Resources	TITU logo
Class Search	Magnifying glass icon
Advisor TAMU Scheduler	Clock icon
Advisor Degree Works	Checkmark icon



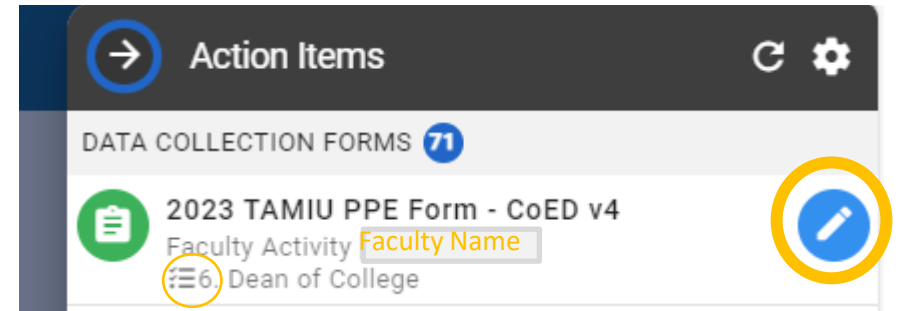
# AEFIS Homepage



# Dean Review – Step 6

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# Click on the Pencil



# Review the Faculty Member's Evaluation:

Faculty Curriculum Vitae (Required) and AFE (optional)	^
Teaching	^
Research	^
Service	^
Official Annual Faculty Evaluation (For Tenure-Track & Tenured Faculty) <i>Version 1</i>	^
Official Annual Faculty Evaluation (For Fixed-Term Faculty) <i>Version 1</i>	^
Faculty Member Meeting	^
Chair Electronic Signature	^
Faculty Member Response	^
Dean Response	^

Select the arrows to review information

CONTINUE LATER

SUBMIT THE FORM



# Dean's Response:

- Once you are done reviewing the evaluation, you will then provide your response on whether you agree/disagree with the evaluation. You may add comments as well.

Faculty Curriculum Vitae (Required) and AFE (optional)	^
Teaching	^
Research	^
Service	^
Official Annual Faculty Evaluation (For Tenure-Track & Tenured Faculty) <i>Version 1</i>	^
Official Annual Faculty Evaluation (For Fixed-Term Faculty) <i>Version 1</i>	^
Faculty Member Meeting	^
Chair Electronic Signature	^
Faculty Member Response	^
Dean Response	^

Click to open and respond.



CONTINUE LATER

SUBMIT THE FORM

# Complete Dean's Response:

Official Annual Faculty Evaluation (For Tenure-Track & Tenured Faculty) <i>Version 1</i>	^
Official Annual Faculty Evaluation (For Fixed-Term Faculty) <i>Version 1</i>	^
Faculty Member Meeting	^
Chair Electronic Signature	^
Faculty Member Response	^
Dean Response	v

1

Dean response

I have reviewed this performance evaluation and I AGREE with the Chair's evaluation.

I have reviewed this performance evaluation and I DO NOT AGREE with the Chair's evaluation.

Comments

Enter Additional Comments

\*

2 By submitting this document, I acknowledge that I have reviewed this PPE document. Additionally, I understand this submission to be considered my electronic signature of the form.

Save changes and return later.

CONTINUE LATER SUBMIT THE FORM

Submit form to Provost.

# Submit form to Provost:

Official Annual Faculty Evaluation (For Tenure-Track & Tenured Faculty) *Version 1*

Official Annual Faculty Evaluation (For Fixed-Term Faculty) *Version 1*

Faculty Member Meeting

Chair Electronic Signature

Faculty Member Response

Dean Response

1

Dean Response

- I have reviewed this performance evaluation and I AGREE with the Chair's evaluation.  
 I have reviewed this performance evaluation and I DO NOT AGREE with the Chair's evaluation.

\*

2

By submitting this document, I acknowledge that I have reviewed this PPE document. Additionally, I understand this submission to be considered my electronic signature of the form.

Yes, Submit the Form Confirmation



Once submitted, this form will move to **7. Provost of University** step. You can access this form through the **My Forms** widget on your dashboard.

Are you sure?

YES, SUBMIT THE FORM

CANCEL



click

CONTINUE LATER

SUBMIT THE FORM



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Thank you!