

Faculty Self-Evaluation

Name:

Department:

Date:

Please complete the evaluation and forward to your Chair along with any accompanying materials. Your narrative should reflect your analysis of how you meet the “Responsibilities and Expectations of Faculty Members” as set forth in Article B of Book III of the Faculty Handbook. You should refer to additional materials such as course and peer evaluations and discuss areas where improvement is needed.

I. Review of Preceding Academic Year: Teaching

A. Discuss how you meet expectations for instructional accountability

- List courses taught (include Winter, May and Summer sessions)
- New preparations
- Course overload credits
- Independent studies supervised
- Number of student advisees
- Contributions to college-wide programs (LAC, Honors, College Life, Ethical Life)
- Number of courses offered day/evening
- Number of student research projects supervised (undergraduate and graduate)
- Number of courses offered by format (traditional, hybrid, on-line, 2-weekend)
- Number of eCollege courses offered

B. Narrative (optional)

- Elaborate on the nature and effectiveness of your approach to curriculum and instruction (see Book III for further elaboration of effectiveness of instruction)

C. Evaluation of Performance

- Provide evidence of performance by including peer reviews (at least 2 per year) and attach a copy of each review
- Provide information regarding course evaluation by using attached form

II. Professional Development and Scholarship

A. Professional Development

- i. List professional development activities per list provided in Book III, sec. B3bi
- ii. List all other forms of professional development

B. Scholarship

- i. List scholarly activities per list provided in Book III, sec. B3bii
- ii. List all other forms of scholarship

C. Institutional Support (e.g. funding, release time)

- i. List all forms of institutional support (department/college wide) received for professional development
- ii. List all forms of institutional support (departmental/college-wide) received for scholarship
- iii. Indicate whether departmental and/or college-wide support was adequate to support professional development and/or scholarship

D. Productivity

- i. Professional Development
 1. Specify how these activities have contributed to your teaching effectiveness and/or instructional role at the College
 2. Specify how these activities have contributed to the growth of your academic expertise and/or the advancement of your discipline
- ii. Scholarship
 1. Specify how these activities have contributed to your teaching effectiveness and/or instructional role at the College
 2. Specify how these activities have contributed to the growth of your academic expertise and/or the advancement of your discipline

E. Narrative (optional)

- Elaborate on the nature and significance of your activities in the area of professional development and scholarship

III. Service

A. Administrative Assignments

- i. List all administrative assignments within department/college-wide
- ii. List institutional accommodations provided (e.g. release time, stipends)

B. List contributions to the assessment and/or planning process within department/college-wide

C. Committee Work

- i. List all standing faculty committee assignments
- ii. List all ad hoc and other types of committee assignments

D. Recruitment and Student Life

- i. List contributions to admissions, recruitment and retention activities
- ii. List contributions to Student Life activities (within department/college-wide)

E. Service Contributions

- i. List service contributions to institutions/organizations other than the College that relate to your role as a representative of the College
- ii. List other forms of service

F. Narrative (optional)

- i. Elaborate upon the nature and significance of your service contributions to the College

IV. Plans for Next Academic Year

- a. Teaching – in light of the results of this self-evaluation, list any initiatives you may (or will) pursue to enhance your teaching effectiveness and/or instructional role at the College
- b. Professional Development and Scholarship – list any initiatives you may (or will) pursue to promote your professional development and scholarship
- c. Service – list any initiative you may (or will) pursue to promote your service contributions to the College

Faculty Member Signature

Date

