

Faculty Self-Evaluation and Reflection

The evaluation shall be concise, brief, and must be organized into four sections in the following order with the following format:

May 1, 20xx – April 30, 20xx

Name: Click here to enter text.

School: Click here to enter text.

Date: Click here to enter a date.

☐ Instructor ☐ Assistant Professor ☐ Associate Professor ☐ Full Professor

☐ Probationary ☐ Tenured

1. Teaching
2. List the courses taught during the review period including the Student Credit Hours and the enrollment. Summarize of any teaching-related activities beyond the assigned courses.
3. List teaching related activities such as the achievements of current and former students; a continuing development of a philosophy of teaching; the documented development of pedagogical skills; the directions of theses, dissertations, projects, internships, or other major works; program development, curriculum development; and preparation of new courses and course materials.
4. Summarize Instructional- and Course-level Assessment activities.
5. A description of the activities that were successful, the areas for improvement, and the goals that have been established for the next year related to teaching.
6. Summarize specific actions taken related to prior year’s goals and actions taken to address the areas for improvement identified in prior evaluations related to teaching.
7. Advising
8. List the assigned advisees, their majors, and their current class level (e.g. Freshmen, etc.). First-year probationary faculty will list this section as “N/A” since they, by contract, are not assigned advisees.
9. Briefly describe student development activities. These may include, but are not limited to: informal academic advising; assistance in career placement; development of advising materials; advising and assistance in graduate school applications; assistance in scholarship and other funding applications; and advising student organizations.
10. A description of the activities that were successful, the areas for improvement, and the goals that have been established for the next year related to advising.
11. Summarize specific actions taken related to prior year’s goals and actions taken to address the areas for improvement identified in prior evaluations related to advising.
12. Professional Development/Scholarship
13. List the activities related to Professional Development and Scholarship. Activities may include, but are not limited to: the writing of grant proposals; the conduct of currently active grants; peer-reviewed publications; public exhibitions/performances/presentations; patent applications; patents executed; conferences attended; formal review of scholarly papers or academic books; public contributions to the field, including open-source contributions; citations in papers not authored/co-authored by the faculty member; and workshops/certifications/coursework.
14. A description of the activities that were successful, the areas for improvement, and the teaching goals that have been established for the next year related to professional development and scholarship.
15. Summarize specific actions taken related to prior year’s teaching goals and actions taken to address the areas for improvement identified in prior evaluations related to professional development and scholarship.
16. Service
17. Summarize the activities related to serving the school/department, the college, the university, the profession, and the community. Activities may include, but are not limited to: service on committees; coordination or participation in campus or community events related to faculty member’s areas of expertise; working with student organizations; participation in activities as a representative of the university; and non-partisan volunteerism in the community.
18. A description of the activities that were successful, the areas for improvement, and the teaching goals that have been established for the next year related to service.
19. Summarize specific actions taken related to prior year’s teaching goals and actions taken to address the areas for improvement identified in prior evaluations related to service.