Faculty Self-Evaluation 2013-14

PURPOSES OF THE SELF-EVALUATION

• An opportunity for self-reflection on your progress and accomplishments during the academic year
• A record of accomplishment to be included in peer review and promotion files
• An opportunity to receive feedback on progress towards goals
• One way to communicate with chairs, deans, and the provost about program and faculty accomplishments, visions, goals, strengths, challenges, and needs

INSTRUCTIONS FOR FACULTY SELF-EVALUATION

Please describe where you spent your time and energy this year so that your specific contributions may be understood.

1. Review the descriptions of teaching effectiveness, intellectual commitment, and service to the college community in the Faculty Manual (section 3.4).
2. Consider the following diagram of faculty life and reflect on where your activities have been concentrated this past year. Recognize that the relative size of each circle differs from year-to-year and from faculty-to-faculty at various stages of their careers.
3. Review your goals for the previous year and reflect on progress you made towards these goals and any new goals that emerged.
4. Write your self-evaluation, using the attached template as a guideline.
5. Share a copy of your self-evaluation with your chair and faculty mentor (if applicable) and discuss your goals for the coming year.
6. Turn in your self-evaluation to your dean by the second Monday in June.
PROMPTS FOR SELF-EVALUATION

The diagram below emphasizes the overlaps that exist within the three traditional areas of faculty work—teaching, service, and research/scholarship/creative activity. Because activities in these areas are often informed and/or accompanied by professional development and assessment, they too are included in this model. As you think about your work and contributions this year, it may be helpful to focus on these five areas as well as their overlaps.
SCHOOL OF ARTS AND SCIENCES

FACULTY SELF-EVALUATION 2013-2014

Name: Rank: 
Program: Year of Initial Appointment: 
Signature: Date: 

REFLECTIVE PARAGRAPH:
Please write a brief reflection that provides “big picture” information about your professional activities this past year. Communicate your accomplishments, challenges, and vision. Rather than providing a simple list of what you have done, you are invited to share your work in the context of your overall professional development and aspirations.

2012-2013 GOALS:
Please list your goals from 2012-2013 and discuss your progress toward them as well as challenges you faced in efforts to achieve them. Try to organize your discussion around the major areas of faculty workload outlined in the preceding diagram. Include any new goals/accomplishments that emerged after you completed last year’s self-evaluation.

GOALS FOR 2014-15:
Please list your goals and any relevant information about your plans or resources needed for achieving them (e.g., will you apply for a sabbatical or undergraduate research funds, travel to conferences, need summer research funding, etc.).

2013-2014 ACCOMPLISHMENTS:
Please list all publications, conference presentations, exhibits, concerts, awards, achievements, and/or other accomplishments that you are comfortable being included in the faculty achievement newsletter or other college publications.