Dr.

Teaching Faculty Evaluation

Electronic Portfolio

Submitted By:

Your Name, Ph.D.
Associate Professor
Your School
Your Department

Submitted To:

Dr. Your Dean
Dean
Your School
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CATEGORY I: TEACHING

A. Instructional Design
The extent to which the faculty member:

1. Syllabi follow guidelines identified by University Guidelines.

2. Assignments, projects, and exams are related to the outcome(s) identified for the course.

3. Instructional activities are clearly related to the outcome(s) identified for the course.

4. Course materials, including textbook, are clearly related to course outcome(s).

5. Instructional materials are appropriate for the target student population.

6. Uses “up-to-date” course materials.

7. Prepares assignments, handouts, exams, and activities to promote student interest and enhance learning.

B. Content Expertise
The extent to which the faculty member:

1. Demonstrates knowledge of discipline.

2. Demonstrates competence with course content that is relevant and thorough.

3. Instructional technology use is clearly related to the outcome(s) identified for the course. And

4. Instructional technology use promotes mastery of concept(s) or content of the course.

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CATEGORY II: SCHOLARLY ACTIVITY

1. Publishes papers in journals and conference proceedings within teaching field or area of specialization.

2. Writes books or chapters in books in teaching field or area of specialization.

3. Presents papers in the teaching or related field for delivery at professional meetings.

4. Devises, produces, or performs creative works related to one’s teaching or allied field.

5. Designs, constructs, or produces technical applications or policy reports related to one’s teaching or allied field.

6. Submits through University channels a grant proposal.

7. Acquires funding for grants.

8. Lends significant assistance to the author of a funded grant.

9. Receives renewal of grants at the expected level.

10. Serves as a paid consultant in one’s specialized area.

10. Supervises research projects.

12. Reviews manuscripts, books, journals and articles.

13. Receives awards or recognition in one’s area of expertise.
CATEGORY III: PROFESSIONAL DEVELOPMENT AND SERVICE

1. Participates in meetings, symposia, seminars, or colloquia and attends enhancement courses on or off campus.

2. Studies towards a higher degree or acquires additional training.

3. Receives fellowships related specifically to professional field.

4. Assists in organizing meetings, symposia, seminars, or colloquia.

5. Holds membership in professional organizations.

6. Holds leadership position(s) in professional organizations.

7. Reviews grant proposals.

8. Renders professional assistance (in one’s area of expertise) to educational or other agencies.

9. Receives professional recognition through awards and honors.

CATEGORY IV: UNIVERSITY SERVICE

1. Participates in departmental committees.

2. Participates in school committees.

3. Participates in university-wide committees.

4. Submits concept papers or proposals for student, faculty, and curriculum enhancement.

5. Assists with University sponsored activities.

6. Cooperates with colleagues and supervisors.
7. Attends required meetings associated with one’s department.

8. Attends required meetings associated with one’s school.

9. Attends required meetings associated with the University.

10. Procures resources for the University.

11. Participates in student recruitment activities.

12. Advises student organization(s) or mentors students or group(s) of students to enhance the quality of campus life.

13. Provides or plans lectures or workshops.

14. Receives awards or honors.

**CATEGORY V: COMMUNITY SERVICE**

1. Volunteers to serve as worker, supervisor, or administrator for any organization, such as a civic, political, charitable, medical, ethnic, environmental, or religious one, that serves a designated community.

2. Plans and produces a work of art or a cultural activity that is unrelated to one’s teaching or allied field.

3. Receives awards or recognition.