APPENDIX 3.D

 **University of North Alabama**

 **FACULTY PERFORMANCE REPORT**

 **Academic Period**

**NAME:**       **Rank**       **#Years Full-Time**

**List Courses/Clinicals/Labs Currently Teaching**

**Additional Assignments (professorship, grant, release-time, etc.)**

**DEPARTMENT:**

1. **What were your professional goals this year as related to departmental and/or college performance guidelines?**

**Teaching Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. **What was accomplished relative to these goals?**

**Teaching Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. **After evaluating your goals/accomplishments for the current year, indicate your measurable goals/objectives for the upcoming year.**

**Teaching Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. Evaluation by Department Chair related to departmental and/or college performance guidelines.

**Teaching Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

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**Faculty Member Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Department Chair Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dean Signature Date**

Optional Comments by Dean:

\***Attach updated vita per Faculty Handbook**

 APPENDIX 3.D

 **University of North Alabama**

 **FACULTY PERFORMANCE REPORT FOR LIBRARY AND EDUCATIONAL TECHNOLOGIES FACULTY**

 **Academic Period**

**NAME:**       **Rank**       **#Years Full-Time**

**List Current Duties/Assignments**

**Additional Assignments (professorship, grant, release-time, etc.)**

**DEPARTMENT:**

1. **What were your professional goals this year as related to departmental performance guidelines?**

**Professional Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. **What was accomplished relative to these goals?**

**Professional Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. **After evaluating your goals/accomplishments for the current year, indicate your measurable goals/objectives for the upcoming year.**

**Professional Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

1. Evaluation by supervisor related to departmental performance guidelines.

**Professional Effectiveness:**

**Research, Scholarship, and Other Creative Activities:**

**University, Community, and Professional Service:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Faculty Member Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor Signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dean Signature Date**

Optional Comments by Dean:

\***Attach updated vita per Faculty Handbook**

**University of North Alabama**

**Instructor/Course Evaluation Process**

**Instructor Course Number Semester**

Please read the following instructions carefully:

The purpose of this evaluation is to help the instructor improve his/her teaching performance and this course. Your instructor is cooperating in this evaluation, and your participation is requested but not required.

When everyone has completed the evaluation, a student will collect all forms, place them into an envelope, seal it, and deliver it to the departmental administrative assistant. The departmental administrative assistant will hold the forms until after final grades are submitted, so there is no possibility of your comments having an effect on your grade.

At the discretion of the individual department, this evaluation may be manually or electronically scored. If it is electronically scored, a score sheet will be provided. On the score sheet provided, please use a No. 2 pencil to mark the appropriate code for this course and your responses. Because these sheets will be scored by machine, be sure to darken the space completely and erase completely if you decide to change a response. If the evaluation is to be manually scored, circle your response using the following rating scale:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| a | b | c | d | e |
| Strongly | Agree | Neutral or | Disagree | Strongly |
| Agree |  | No Opinion |  | Disagree |

INSTRUCTOR EVALUATION

1. The instructor has a thorough knowledge of the subject matter. a b c d e

2. The instructor's course presentations were well organized. a b c d e

3. The instructor had office hours posted and was available during those hours. a b c d e

4. The instructor provided adequate feedback and/or evaluation of student performance. a b c d e

5. The instructor dealt fairly and impartially with all class members. a b c d e

6. The instructor has effective oral communication skills. a b c d e

7. The instructor was on time for class, and the class met as scheduled. a b c d e

8. The instructor provided learning enhancement activities other than lecture. a b c d e

9. Overall, the instructor was an effective teacher. a b c d e

COURSE EVALUATION

10. Course objectives and methods of evaluation were distributed via the class syllabus during the first week of school. a b c d e

11. Instructional materials, including the textbook, were adequate and appropriate. a b c d e

12. The evaluation procedures used provided me with an adequate opportunity to demonstrate my understanding of

 the course content. a b c d e

13. The course improved my understanding of concepts and principles in the subject matter covered. a b c d e

14. The requirements and criteria stated in the syllabus accurately described those applied in the course. a b c d e

15. I would recommend this class to other students. a b c d e

OPTIONAL ITEMS: ITEMS 16-25 MAY BE USED FOR ITEMS SPECIFIED BY THE DEPARTMENT OR INSTRUCTOR.

16. a b c d e

17. a b c d e

18. a b c d e

19. a b c d e

20. a b c d e

21. a b c d e

22. a b c d e

23. a b c d e

24. a b c d e

25. a b c d e

If you marked any items as d or e, please indicate your reasons below.