FACULTY SELF-EVALUATION AND REFLECTION

Name: ___________________________  PT  FT  Campus ___________________________
Division: ________________________  Discipline: ________________________________
Covering period: from: ______ to ________

Explanations: You will ordinarily perform this evaluation and reflection at the end of your evaluation cycle. Responses to items should begin where the last self-evaluation left off and continue up to the present. N/A is considered an acceptable neutral response if no comment is needed. Examples provided are intended to be representative and not exhaustive in nature.

Note: all comments related to your efforts to improve your instructional services are considered to show strength and dedication, rather than weakness for not being perfect. Likewise, any comments about areas of the college needing improvement are considered to be constructive, no complaining.

A. YOUR INSTRUCTIONAL DEVELOPMENT
Assess any new or ongoing efforts on your part to provide instruction or other services more effectively.  Examples: methodologies/technologies used: techniques, materials, or approaches implemented new courses taught; old course revitalized.

B. YOUR PROFESSIONAL INVOLVEMENT IN COLLEGE-NON INSTRUCTIONAL AND IN COMMUNITY-BASED ACTIVITIES
1. Explain your contributions to noninstructional activities at the college. Include any special award, recognitions, or achievements.  Examples: committees, task forces, or other groups, special assignments, compensated time projects, liaison responsibilities, divisional or presidential commendations.

2. Comment on your relevant community service activities, community presence, professional involvements or publications, research or creative undertakings. Include special awards, achievements, or recognitions.  Examples: boards of directors, presentations, articles or books, software development, professional organizations and agencies, in-services conducted, consulting work, projects with other educational institutions, volunteer work with special populations.

C. YOUR OVERALL PROFESSIONAL GROWTH
1. Discuss the significance of your professional development efforts. Include your efforts to stay current in your field.  Examples: course work, degree completed or under way, workshops, in-service training,
professional conferences, private study, work in your field (internships, externships), special projects to remain technically current, relevant leaves of absence and travel.

2. Discuss the significance, from your perspective, of any evaluative data you have received.
   **EXAMPLES:** student surveys, syllabus reviews, classroom-performance or composite evaluations, peer collaboration, any other written feedback or comments (indicate whether the latter is solicited or unsolicited).

3. Provide objectives for areas you want to explore, skills you want to develop, or any other projects you wish to undertake as ways of enhancing your teaching or your other involvements at the college. Include any specific plans for achieving such objectives and note any financial or other resources the college might need to provide (presuming availability). Attach additional sheet as necessary.
   **EXAMPLES:** graduate study; service on college committees, compensated time projects, serving as instructional coordinator, participation in community organizations, course development work, media development projects, implementation of innovative teaching techniques, research or publications, service with accrediting or professional organizations.

4. Assess your efforts to complete any objectives you may have set for yourself on your last self-evaluation that you have not already discussed elsewhere on this form.
D. YOUR RECOMMENDATIONS FOR IMPROVING COLLEGE SERVICES

1. Discuss any significant challenges or frustrations you encountered as a faculty member and how you addressed them. If possible, provide practical ways to cope with such situations in the future, whether personally and/or institutionally. **EXAMPLES:** instructional situations involving textbooks, facilities, class size, placement of students, national trends, community characteristics; noninstructional situations involving library holdings, scheduling, resources and opportunities, lack of communication, committee assignments.

2. List any faculty development activities you think would help you become a more effective college employee (perhaps as related to your comments in D.1). Are there any such activities you feel qualified to present or assist in presenting? **EXAMPLES:** special workshops, retreats, guest speakers, hands-on activities, teleconferences, wellness projects.

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E. CLOSURE (signatures of those other than faculty member do not imply agreement with content of this evaluation)

FACULTY MEMBER SIGNATURE               DATE               

___   FACULTY MEMBER: Initial here to indicate you have discussed this evaluation with the evaluator.

RESPONSE OF EVALUATOR (optional except for indicating any plans you have forward or act upon any ideas/suggestions from the evaluation or follow-up discussion):

EVALUATOR SIGNATURE               DATE               

OPTIONAL COMMENTS OF DIVISION/DEAN/SUPERVISOR (if not the same as evaluator):

DIVISION DEAN/SUPERVISOR SIGNATURE (required)               DATE