CEDAR CREST COLLEGE
Faculty Self-Evaluation

Tenured faculty, due to Provost September 1st
All others, due to Chair September 1st

Name:

Department:

Date:

Please complete the evaluation and forward to your department Chair along with any accompanying materials, including an up-to-date curriculum vitae; if tenured or non-tenure track, please also send a copy to the administrative assistant within the Office of the Provost. Your narrative should reflect your analysis of how you meet the "Responsibilities and Expectations of Faculty Members" as set forth in Article B of Book III of the Faculty Handbook. You should refer to additional materials such as course and peer evaluations and discuss areas where new methods have been tried, improvements have been made, and where improvement is needed.

I. Review of Preceding Academic Year: Teaching

A. List and summarize teaching assignments using the abbreviations and the table below.
- Session: F, Fall; W, Winter; Sp, Spring; M, May; SI, Summer I; SII Summer II, etc.
- Format: T, traditional; O, online; H, hybrid; 2Wd, 2-weekend; AW6, accelerated 6-week, etc. as needed
- Time: time of day (D = day, E = evening, etc)
- New: Y or N, was this a new course preparation?

Course # - Name	*Session*	*Credits*	*Format*	*Time*	*New*

B. Record your scores from the questions about teaching effectiveness (labeled with "instructor" or the instructor's name) from the student evaluation surveys. The *Avg* should be in column four and *DEPT Avg* in column seven. Numbers can be transferred directly from the student evaluation surveys to this form and then calculations from the four lines performed as described in the last line in the grid below.

Question text	*Avg*	*DEPT Avg*
This instructor was effective in teaching the subject matter to the class		
Instructor gave me constructive and timely feedback		
Instructor displayed a personal interest in students		
Instructor was well-prepared and used class time effectively		
Add the scores from the four lines above and divide by 4		

C. Reflect on your teaching effectiveness over the past year
   - *E.g.* How were you effective in your teaching? What worked and what didn't work? What did you try differently? What would you do the same or differently next year? What were some of the challenges? What would you like to improve? What worked well? What would you like to share? Refer to the Faculty Handbook III sec. B.2.b. Performance standards.

D. Evaluation of Performance
   - Attach peer reviews as appropriate (according to the Faculty Handbook II Article F).
   - Attach student course evaluations /surveys.

II. Professional Development and Scholarship

A. Professional Development
   - List professional development activities (refer to the list provided in Book III, sec. B.3.b.i.)
   - Reflect on how these activities contributed to your professional development, teaching effectiveness, and their significance/contribution to your field (note any support received for these activities).

B. Scholarship
   - List scholarly activities (refer to the list provided in Book III, sec. B.3.b.ii.)
   - Reflect on how these activities contributed to your scholarship, teaching effectiveness, and their significance/contribution to your field (note any support received for these activities).

III. Service

A. Service to the Department (List contributions to advising, assessment, recruitment, and/or planning process within department, etc..)

B. Service to the College
   - Committee Work (List standing faculty committee assignments, ad hoc and other types of committee assignments.)
   - Recruitment and Student Life (List contributions to admissions, recruitment and retention activities, or to Student Life activities.)

- Administrative Assignments (List any administrative assignments within department/college-wide and any institutional accommodations provided, e.g. release time, stipends.)

C. Service to the Profession (List contributions to professional organizations.)

D. Service to the Community (List community service as it relates to your profession or your role as a Cedar Crest College faculty member.)

IV. **Plans for Next Academic Year**

A. Teaching – in light of the results of this self-evaluation, list any initiatives you may (or will) pursue to enhance your teaching effectiveness and/or instructional role at the College

B. Professional Development and Scholarship – list any initiatives you may (or will) pursue to promote your professional development and scholarship

C. Service – list any initiative you may (or will) pursue to promote your service contributions to the College

D. Institutional Support (*e.g.* indicate any plans you may have to request support for any of these plans.)

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Faculty Member Signature & Date