Annual Faculty Evaluation

Report your activities for annual faculty evaluation. The review period is 12 months prior to the date of submission of the annual faculty evaluation. Details are very important – include descriptions, locations, dates, and attach any needed materials. Faculty reassigned from teaching duties will write down their goals for that period of reassignment, receive agreement from the Chair that they are appropriate, and be evaluated according to this agreement. Faculty in the Department of Geosciences have the ability to choose a workload with increased research expectations and nine contact hours of teaching assignment per semester or a workload with reduced research expectation and twelve contact hours of teaching. The Workload Policy document is located at: www.westga.edu/~geosci/Deptassessment/index.html

I. Teaching – 45%

A. Student evaluations (on file in the department office)
B. Teaching assignments (include course syllabi, examinations, and course materials)
C. One-on-one or independent research/teaching experiences with students
D. Notable student achievements
E. New or restructured programs or courses
F. Other

II. Professional Growth and Development – 35%

A. Peer reviewed articles or papers (local, state, regional, national, international)
B. Abstracts published and presented (local, state, regional, national, international)
C. Other abstracts (Co-author with others presenting) (local, state, regional, national, international), include student abstracts
D. Articles and abstracts accepted for publication (i.e., those in press)
E. Articles and abstracts submitted and under review
F. Published books, chapters published, books edited
G. Other published articles or papers
H. Attendance at meetings, conferences, workshops, and fieldtrips
I. Short Courses taught, fieldtrips lead, chairs at meetings and conferences
J. Direction of student research that results in student abstract, presentation, or paper (local, state, regional, national, international)
K. Memberships and offices held in professional organizations
L. Editor or editorial board activities
M. Grant proposals funded (include amount)
N. Grant or contract proposals submitted and under review
O. Grant or contract proposals submitted and not funded
P. Active grant proposals from prior year(s)
Q. Contract work funded (include amount)
R. Reports from contract work
S. In-house publications (manuals, guides, newsletters, promotional and recruitment materials)
T. Other

III. Service to the University – 10%
A. College committee work
B. School committee work
C. Department committee work
D. Professional and public service – include workshops, meetings, and fieldtrips organized, public speaking engagement, consultant services, recruiting, assistance to and mention in media (TV, newspaper, radio, web), websites maintained, public assistance (I.D. mineral, fossil, rock, maps etc)
E. Other

IV. Other noteworthy awards, distinctions, and achievements – 10%
A. Student winner at Sigma Xi, Georgia Academy of Science, etc
B. Awards, honors etc.
C. Other