Annual Evaluation of Faculty (Lecture Line)
Non-Tenure Track Faculty
Department of Chemistry
Teaching Chemistry Courses & Managing Labs (e.g. Freshman and/or the Organic Labs)

I. Annual Evaluation will be based on the following:

A. Teaching (45 – 60%):
   1. Student performance
   2. Student evaluations
   3. Class/lab innovations
   4. Supervising Student Research

B. Service: (30 – 45%):
   1. Overseeing the preparation of chemicals for the Freshman and/or Organic Lab courses
   2. Training of the student assistants for the Freshman/Organic Lab exercises
   3. Maintaining laboratory supplies (chemicals & lab equipment etc) in the Freshman/Organic Labs
   4. Storage and disposal of the waste chemicals in the Organic Labs (Meets Safety Guidelines)
   5. Informing department of safety regulations with the chemicals associated with the Freshman/Organic Labs
   6. Student Advising

C. Professional Development (0 – 20%):
   1. Conferences
   2. Workshops
   3. Educational and/or Chemical Research