



## **Faculty Self-Evaluation Form Third-Year Review**

This self-evaluation form is designed to serve as a guiding document as it pertains to faculty undergoing the third-year review process as outlined in the [Middle Georgia State University Faculty Handbook section 4.05.02.3](#). Faculty should refer to their school handbook and evaluation rubric for school-specific expectations of faculty in each designated area when completing the narrative sections below. The purpose of the third-year pre-tenure review is to provide a rigorous analysis and detailed feedback of the faculty member's body of work (since the beginning of their tenure track appointment) in the areas of effectiveness in teaching and instruction, involvement in student success activities, academic achievements and/or activities in research/scholarship, creativity as appropriate to MGA's mission, service to the institution and either the profession or community, and professional growth and development as they work towards tenure. Please note that a summary of course surveys for courses taught during the evaluation period must be included in this self-evaluation form.

*\*If faculty were granted a course release or assigned professional duties in lieu of teaching, service, or scholarship, a description of the work is required in the appropriate category.\**

Faculty Name \_\_\_\_\_

Evaluation Year \_\_\_\_\_ Date \_\_\_\_\_ Department/School \_\_\_\_\_

Tenure Track \_\_\_\_\_ Non-Tenure Track \_\_\_\_\_ Current Rank: \_\_\_\_\_

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### **I. Effectiveness in Teaching and Instruction**

Please provide a narrative summary of your accomplishments below. Relevant examples include but are not limited to the following topics:

- Course design, delivery and management
- Effective teaching, curricular innovation and continuous improvement
- Student Success (pedagogy-focused activities, faculty development events, experiential/service learning, etc.)

#### **Narrative**

### **Goals for Next Year**

**Please circle your choice below to rate your overall performance in the area of teaching:**

1	2	3	4	5
Does Not Meet	Needs Improvement	Meets Expectations	Exceeds Expectations	Exemplary

### **II. Academic Achievement and/or Activities in Research/Scholarship/Creativity**

*\*Note: Lecturers are not evaluated on Scholarship.\**

Please provide a narrative summary of your accomplishments below. Relevant examples include but are not limited to the following topics:

- Peer-reviewed publications in print
- Artistic performance/exhibition
- Scholarly paper presented at academic conference; scholarly grant award; scholarly book review
- Conference panel or session organizer
- Professional Development activities and Student Success focused scholarship endeavors

### **Narrative**

### **Goals for Next Year**

**Please circle your choice below to rate your performance in the area of teaching:**

1	2	3	4	5
Does Not Meet	Needs Improvement	Meets Expectations	Exceeds Expectations	Exemplary

III. SERVICE

\*Note: Lecturers are not evaluated on Service.\*

Please provide a narrative summary of your accomplishments below. Relevant examples include but are not limited to the following topics:

- Committee work
- Culture building
- Community or institutional service
- Student Success (student activities and programs, advising and mentoring, K-12 outreach, etc.)

Narrative

Goals for Next Year

Please circle your choice below to rate your performance in the area of service:

1	2	3	4	5
Does Not Meet	Needs Improvement	Meets Expectations	Exceeds Expectations	Exemplary

IV. SUMMARY

Briefly evaluate your overall performance this year, including any special emphasis, and also summarize any important experiences in your professional career.

Please circle your choice below to rate your overall performance this evaluation period:

1	2	3	4	5
Does Not Meet	Needs Improvement	Meets Expectations	Exceeds Expectations	Exemplary