

**EAST GEORGIA STATE COLLEGE
FACULTY EVALUATION REPORT**

Faculty Member: _____

School/Department: _____

Evaluation Period: _____ through _____

Evaluator, please score each item and discuss the scores with the faculty member. If an item is inapplicable to the faculty member, please draw a line through the score boxes for that item.

AREA OF EVALUATION	5 Superior	4 Exceeds Expectations	3 Meets Expectations	2 Needs Improvement	1 Unacceptable
I. TEACHING					
Plans and organizes assigned courses effectively					
Uses teaching methods that are appropriate to the subject and to the needs of the students					
Evaluates students and keeps them informed about their progress (this might include but is not limited to posting grades on D2L)					
Provides individual assistance to students (either in the classroom or during office hours) as professor and/or academic advisor					
Maintains an attitude toward students that respects their dignity as people					
Designs course syllabi according to EGSC requirements (requirements can be found in the faculty handbook)					
Maintains an adequate number of office hours					
Comprehensively assesses student learning outcomes and completes required assessment reports on time					
Evaluator, please list areas of strength for this faculty member in this area:					

Evaluator, please suggest ways in which the faculty member can improve his or her score in this area:

Faculty Member Response:

II. Professional Development

Engages in professional development activities (this could include but is not limited to degrees earned or in progress, research, publishing, conference attendance, conference presentation, membership in professional organizations, taking additional college classes, attending CTL events and webinars)

Maintains current knowledge of his or her discipline (this could include but is not limited to reading academic journals or books, listening to talks or lectures by academics in the faculty member's field, etc.)

Evaluator, please list areas of strength for this faculty member in this area:

Evaluator, please suggest ways in which the faculty member can improve his or her score in this area:

Faculty Member Response:

III. Service

Institutional Service (this might include but is not limited to committee work, presentations on campus, advising student clubs and student publications, attending campus events)

Community Service (this might include but is not limited to public educational events or work with a civic or religious organization)

Evaluator, please list areas of strength for this faculty member in this area:

Evaluator, please suggest ways in which the faculty member can improve his or her score in this area:					
Faculty Member Response:					
TOTALS					

Grand Total/Items Evaluated

Average

Evaluator's Comments:	
Evaluator's Signature: _____	
Date: _____	
Faculty Member's Comments:	

Faculty Member's Signature: _____	Date: _____

Note: Any rating of Superior, Needs Improvement, or Unacceptable must be explained in the Evaluator's Comments section on the next page.