

College of Education

Annual Performance Report

Department of Learning, Technology, and Leadership Education

Period covered: May 2008 – April 2009

Name: _____ Rank: _____ Years in rank: _____

This form is for submitting data to the Departmental PAC and to Dr. Diane Foucar-Szocki, serving as the Academic Unit Head (AUH) for annual faculty performance evaluations. The requests made and the information reported does not restrict academic freedom as defined by AAUP.

Directions:

- Submit completed form to the Academic Unit Head’s office by the 2nd Monday after graduation (May 9, 2009). PAC will only review forms received by this date.
- Provide activities within the prescribed time period.
- Provide information in the requested formats: Rows may be added to/deleted from tables as needed. Text boxes must be limited to 300 words.
- If an activity is listed in more than one area (scholarship, teaching, etc.), an explanation must be provided for its inclusion in each area.

ASSIGNED LOAD FOR THE EVALUATION PERIOD

Period Covering:	List Assignment(s) e.g., teaching, research, coordinator, partnership, etc.	% of time including specific amount of release time
Summer 2008		
Fall 2008		
Spring 2009		

I. TEACHING

Returning faculty: Include summer 2008, fall 2008, & spring 2009 in the teaching section.

First year faculty (submission of this form is optional): Include only fall 2008 & spring 2009 in the teaching section.

List your teaching goals related to this period including reference to long range goals as appropriate. (See previous year’s APR form Section V.)	Describe the degree to which each goal was met and a brief explanation as needed.

A. List evaluation averages (by course) for spring, summer and fall semesters/sessions.Summer 2008 Courses Taught

	Course prefix and #	Course Title (w/ credit hours)	Nature of course (i.e., lab, lecture, practicum, online)	# of students
Course #1				
Course #2				
Course #3				
Course #4				

Summer 2008 Course Evaluation Scores

	Content & Organization	Instruction & Evaluation	Climate & Rapport	Scheduling & Facility	Semester Average Rating
Course #1					
Course #2					
Course #3					
Course #4					

Fall 2008 Courses Taught

	Course prefix and #	Course Title (w/ credit hours)	Nature of course (i.e., lab, lecture, practicum, online)	# of students
Course #1				
Course #2				
Course #3				
Course #4				
Course #5				
Course #6				

Fall 2008 Course Evaluation Scores

	Content & Organization COE mean = 4.4	Instruction & Evaluation COE mean = 4.4	Climate & Rapport COE mean = 4.5	Semester Average Rating COE mean = 4.4
Course #1				
Course #2				
Course #3				
Course #4				
Course #5				
Course #6				

Spring 2009 Courses Taught

	Course prefix and #	Course Title (w/ credit hours)	Nature of course (i.e., lab, lecture, practicum, online)	# of students
Course #1				
Course #2				
Course #3				
Course #4				
Course #5				
Course #6				

Spring 2009 Course Evaluation Scores

	Content & Organization	Instruction & Evaluation	Climate & Rapport	Semester Average Rating
Course #1				
Course #2				
Course #3				
Course #4				
Course #5				
Course #6				

For items B – G responses are limited to 300 words

- B. Describe how you reflect on and assess your teaching and/or supervision/clinical duties (e.g. peer observation, video taping lessons, consulting with other faculty). What was the impact of your efforts?**

Add any additional comments for Section B here. (300 word limit)

- C. Describe any of your efforts to keep current courses and delivery up-to-date and relevant, including use of specialized knowledge, recent and appropriate research and developments and/or technologies.**

Add any additional comments for Section C here. (300 word limit)

D. Describe any of your efforts to design new courses/programs and/or reviewing, evaluating, and revising programs.

Add any additional comments for Section D here. (300 word limit)

E. Describe any collaborative activities related to your teaching (e.g., team teaching/co-teaching; partnerships with schools, agencies, businesses; guest speakers; collaboration across departments in the university and/or with other institutions, etc.).

Add any additional comments for Section E here. (300 word limit)

F. Indicate the number of advisees, and the nature of the advising you provided.

Add any additional comments for Section F here. (300 word limit)

G. Describe any work with independent studies, honors and/or graduate thesis/project committees and comprehensive exam committees.

Student's Name	Title or name of project	Type, e.g. Honor's thesis, independent study, etc.	Your role e.g. chair, member	Completion date or expected completion date

Add any additional comments for Section G here. (300 word limit)

II. SCHOLARLY ACHIEVEMENT & PROFESSIONAL QUALIFICATIONS

List your goals related to scholarship for this period, including reference to long range goals.	%/extent to which goal was met

A. List the specific activities that have impacted your professional development and describe how they have enhanced your teaching, scholarship or service (e.g., JMU faculty development, professional conference sessions, collaborative work).

B. List papers/projects in progress (e.g., article, chapter, book manuscripts, unfunded research).

Working title of paper/projects	Anticipated date for submission or completion of project

- C. List re/submissions & publications for May 2006-April 2009 using APA format. (Note: the range of dates is a change from previous APRs.) List most recent at top.**

Refereed publications:	Status: "submitted", "in press", or "published"

Refereed publications in conference proceedings:	Status: "submitted", "in press", or "published"

Non-refereed publications:	Status: "submitted", "in press", or "published"

- D. List curriculum and materials developed for use beyond JMU course work. Give publisher or external agency, intended audience and degree of completion.**

- E. List reviews completed. Include type of document (e.g., journal article, book review, chapter review, conference proposals, etc.).**

- F. List professional presentations using APA format.**

1. National and International
2. State and Regional
3. Local and units smaller than state-wide

- G. List grants applied for and/or awarded**

Title	Source	Amount	Funded (yes/no)	Status/term	Your Role

H. List consulting

Topic/purpose	Client /Organization (e.g., school district, business organization)	Number of hrs/days including preparation, delivery, & follow- up	Your Role

III. PROFESSIONAL SERVICE

List your goals related to service for this period, including reference to long range goals.	Degree to which goal was met with brief explanation

A. List current professional organization memberships and offices beginning with international, national, then regional, state and ending with local. Give full name and acronym.

Name of Organization	Level (e.g., national, state, local)	Level of involvement (e.g., position held, meetings attended, responsibilities)

B. List university related committees/commissions and/or student organizations, student hearings, etc.

Name of Committee	Level: University, College, program etc.)	Position held	# meetings attended per academic/yr	# meetings possible	Level of involvement beyond meeting attendance

C. List in-services provided to schools, agencies, businesses, etc. These in-service sessions do not involve the development of new or different content on the part of the presenter.

Topic/purpose	Client /Organization (e.g., school district, business organization)	Number of hrs/days including preparation, delivery, & follow-up	Your Role

D. Reflect on the service that you provided commenting on its impact on the University or the Profession.

Comments for section D – limit 300 words

IV. RELATED PROFESSIONAL ACTIVITIES

Use this portion of the APR form to discuss professional activities not addressed elsewhere or to explain activities in the above sections that may not be a good "fit" in the sections assigned.

V. GOALS

- A. List your professional goals and expected activities for 2008-09 academic year related to:
 - 1) teaching
 - 2) scholarly achievement and professional qualifications
 - 3) professional service
- B. Identify and update your long range professional goals