

Chair Annual Assessment Packet



Table of Contents	1
Department Chair's Annual Assessment	2
Request Student Evaluations and Approve Effort Allocation	4

Chair's Annual Assessment of Faculty



Faculty Member Name:

.

Department:



Chair:

.

Date:

11/27/2023

Complete Assessment for each faculty member

On what basis have you compiled this assessment? (Please check the boxes that apply.)

- | | |
|--|--------------------------|
| 1. I have read student evaluations | <input type="checkbox"/> |
| 2. I have observed in the classroom | <input type="checkbox"/> |
| 3. I have observed in the studio | <input type="checkbox"/> |
| 4. I have observed in rehearsal | <input type="checkbox"/> |
| 5. I have observed performances and/or presentations | <input type="checkbox"/> |
| 6. I have listened to recordings | <input type="checkbox"/> |
| 7. I have reviewed publications | <input type="checkbox"/> |
| 8. I have reviewed the Faculty Activities Reports | <input type="checkbox"/> |
| 9. Other: e.g. student performances or presentations | <input type="checkbox"/> |

Teaching

(1-Needs Improvement | 2-Good | 3-Exceptional)

- | | |
|--|---|
| 1. Effectiveness in teaching less advanced students | 2 |
| 2. Effectiveness in teaching more advanced students | 2 |
| 3. Effectiveness in recruiting talented students | 2 |
| 4. Depth of knowledge of the subject matter taught | 2 |
| 5. Currency of the subject matter taught | 2 |
| 6. Response of students to the faculty member | 2 |
| 7. Teaching load in comparison to others in the department | 2 |
| 8. Effectiveness in mentoring students | 2 |
| Strengths as a teacher: | . |
| Weaknesses as a teacher: | . |
| Suggested overall rating in teaching: | 2 |

Creative and Professional Activities and Research

(1-Needs Improvement | 2-Good | 3-Exceptional)

1. Relative importance of the locations, journals, sponsoring organizations, etc., of his/her/their professional activities	2
2. Quality of his/her/their contributions as distinguished from quantity	2
3. Impact of his/her/their professional activities on his/her/their field at large	2
4. Respect in which he/she/they are held by peers and leaders in his/her/their field	2
What were the greatest professional contributions of this faculty member to his/her/their field this year?	.
In what respects would a change of direction or emphasis be helpful with respect to this faculty member's professional activities?	.
Suggested overall rating in creative and professional activities and research:	2

Service

(1-Needs Improvement | 2-Good | 3-Exceptional)

1. Effectiveness in advising students	2
2. Quality of contributions to the department	2
3. Quality of contributions as a member of SMTD	2
4. Quality of contributions to the University	2
5. Quality of contributions to the professional discipline	2
What were the most important service contributions of this faculty member?	.
In what ways could the service contributions of this faculty member be more effective?	.
Does this person effectively and collegially contribute to the mission of the department?	.
Suggested overall rating in service:	2

Please provide additional comments if applicable:

Request Student Evaluations and Approve Effort Allocation



1. Do you want to review the student evaluations?

Yes

2. I approve the submitted effort allocation in Teaching, Creative/Professional Activities and Research, and Service.

Yes