3.7.2 The institution regularly evaluates the effectiveness of each faculty member in accord with published criteria, regardless of contractual or tenured status. (Faculty evaluation)

Off-site Committee's Response

The Faculty and Staff Handbook describe a procedure for faculty evaluation. This includes student evaluations in every course, annual classroom visits and evaluation by academic division heads, and the evaluations in the tenure and promotion process. Copies of completed student course evaluations and division head evaluations of one faculty member were included for review. Insufficient evidence was provided for the Committee to make a determination that Texas College regularly evaluates the effectiveness of its faculty.

Institution's Response

The Off-site Committee expressed no concerns about the evaluation process. The institution evaluates the effectiveness of each faculty member in accordance with published criteria, regardless of contractual or tenured status. The Committee did however express that the evidence was insufficient to make a determination if the College *regularly* evaluates the effectiveness of faculty. The institution evaluates faculty each year in keeping with the policy (see Attachment 3.7.2- A: Evaluation policy). In our initial response, we only provided one year of evaluations. To address the concerns of the Committee, the College is providing three samples of faculty evaluations, for three cycles to demonstrate that the evaluation process takes place in keeping with the policy (see Attachments 3.7.2-B).

Documentation:

- Attachment 3.7.2-A: Evaluation Policy (excerpt) from Faculty and Staff Handbook
- Attachment 3.7.2-B –Samples of faculty evaluations for a three-year cycle (Faculty 1; Faculty 2; & Faculty 3)

Attachment 3.7.2-A: Evaluation Policy (excerpt) from Faculty and Staff Handbook

Attachment 3.7.2-A – Evaluation Policy (excerpt) from Faculty and Staff Handbook

TEXAS COLLEGE

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Faculty and Staff Handbook

Drug Free Environment	14
Employee Protection (Whistleblower) Policy	14
Job Descriptions	14
Nepotism	15
Non-Discrimination	15
Outside Employment	15
Probationary Period	15
Proof of U.S. Citizenship and/or Right to Work	15
Security Checks	16
Sexual Harassment	16
Standards of Conduct	18
Unacceptable Activities	18
Disciplinary Actions	20
Dismissal	21
COMPENSATION AND PERFORMANCE	21
Wage and Salary Policies	21
Wage and Salary Policies Computing Pay	21 21
Computing Pay	21
Computing Pay Deductions from Paycheck (Mandatory)	21 21
Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other)	21 21 22
Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other) Overtime Pay	21 21 22 22
Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other) Overtime Pay Pay Cycle	21 21 22 22 22 22
Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other) Overtime Pay Pay Cycle Reporting Time Pay – Inclement Weather and "Acts of God"	21 21 22 22 22 22 22
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Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other) Overtime Pay Pay Cycle Reporting Time Pay – Inclement Weather and "Acts of God" Termination Pay Timesheets and Records Performance Evaluation Work Schedule	21 21 22 22 22 22 22 22 22 23 23
Computing Pay Deductions from Paycheck (Mandatory) Deductions (Other) Overtime Pay Pay Cycle Reporting Time Pay — Inclement Weather and "Acts of God" Termination Pay Timesheets and Records Performance Evaluation Work Schedule Absence or Lateness	21 21 22 22 22 22 22 22 22 23 23 23

Performance Evaluation

Texas College conducts a formal performance evaluation once a year for each employee. New employees may be reviewed more frequently. An evaluation may also be conducted in concert with a promotion or change in duties and responsibilities.

Work Schedule

The administrative work week consists of five days at eight hours per day, Monday through Friday. There are, however, areas of the campus that are required to provide services for the student for the week including weekends, e.g. student affairs, housing, security, athletics, physical plant and instructional support. Schedule of daily work hours are assigned by supervisors and generally will not exceed 40 hours per week.

Absence or Lateness

Texas College is aware that emergencies, illnesses, or personal matters may arise that cannot be scheduled outside the work day. For this purpose Vacation and sick leave has been provided. All absences must be recorded with the Office of Human Resources and persons in violation of this may be sanctioned. Notification by third party is not acceptable.

When unable to report to work or if expecting to arrive late, please contact your supervisor or the Office of Human Resources immediately. Unless otherwise informed, absence is considered for an eight hour day, pending receipt of the Employee Leave Form.

If you are unable to call in yourself because of an illness, emergency or for some other reason, be sure to have someone call on your behalf.

Absence from work for three consecutive days without notifying your supervisor or the Office of Human Resources is considered job abandonment.

Attendance

Consistent attendance is expected from each employee. Employees are expected to be at their work station and ready to work at the beginning of assigned daily work hours. Employees should remain at their work station until the end of assigned work hours, except for approved breaks and lunch. When it is necessary to leave the workstation, supervisors should be made aware.

Inconsistent attendance or excessive absenteeism may result in disciplinary action including dismissal.

Excessive Absenteeism or Lateness

For faculty and staff, five absences in a 90-day period, or a consistent pattern of absence, will be considered excessive. Tardiness or leaving early is as detrimental to Texas College as an absence. Three such incidents in a 90-day period will be considered a "tardiness pattern" and will carry the same weight as an absence. Other factors, like the degree of lateness, may be considered.

Attachment 3.7.2-B – Samples of Faculty Evaluations for a Three-Year Cycle (Faculty – 1; Faculty – 2; & Faculty – 3)

Attachment 3.7.2-B – Samples of Faculty Evaluations for a Three-Year Cycle (Faculty – 1)



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member:	Marrita Cupta	Date:	7-8-14	Department:	Biology
Division Chair:	Linda Johnson	Division:	Natural and Comp	utational Scienc	es

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

I. TEACHING (75%)						- 2000-2000	
It is my estimation that the above named faculty member:							
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	4	(5)	NA
contributes to the development of students' communication skills	0	1	2	3	4	(5)	NA
demonstrates enthusiasm for the subject matter	0	1	2	3	4	(5)	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1_	2	3	4	(5)	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	(5)	NA
gives assignments that are relevant to course objectives	0	1	2	3	4	(5)	NA
has regular hours posted	0	1	2	3	4	(5)	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	4	(5)	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	4	(5)	NA
introduces students to new ideas and points of view	0	1	2	3	4	(5)	NA
is persistent in promoting students' interest in the subject matter	0	1	2	3	4	(5)	NA
is clear and effective in explanations and directions to students	0	1	2	3	4	(5)	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	4	(5)	NA
is well informed and familiar with the subject matter	0	1	2	3	4	5	NA
is available to students during posted office hours and for appointments	0	1	2	3	4	(3)	NA
is receptive to differing opinions	0	1	2	3	4	(5)	NA
meets classes on time	0	1	2	3	4	(5)	NA
meets classes as scheduled	0	1	2	3	4	(5)	NA
presents subject matter in an interesting way	0	1_	2	3	4	(5.	NA
respects students and treats them with courtesy	0	1	2	3	4	(5)	NA
shows an interest and desire to help students succeed in class	0	1	2	3	4	(5)	NA
shows evidence of planning, organization and preparation	0	1	2	3	4	(5)	NA





II. SERVICE (15%)							
The faculty member serves in the following ways:							
advisor/mentor to students or student organization(s) Aprise For internships jubs, cureus	0	1	2	3	4	(5)	NA
attends convocations and other required events	0	1	2	3	4	(5)	NA
initiates mission-related campus activities involving faculty, staff and students - in recruitment	0	1	2	3	4	(5)	NA
is amenable to committee assignments Committee Contechnology, Library Committee,	0	1	2	3	4	(5)	NA
is involved in "New Student Orientation" then as Heck	0	1	2	3	4	(5)	NA
participates in campus activities outside normal work hours	0	1	2	3	4	5	NA
participates in student recruitment and placement of graduates have recruitment and graduates have	0	1	2	3	4	(5)	NA
participates in college assessment activities data reliection in the program recient of	0	1	2	3	4	(5)	NA
provides or volunteers service to the local community TYLER INDIA ORGANIZATOR	0	1	2	3	4	6	NA

41/9=4,56

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IV. PROFESSIONAL GROWTH (5%)							
Rate evidence of any of the following:							
completed courses or workshops related to teaching area AVID, SACS, UTTGLER,	0	1	2	3	4	(5)	NA
convened conference sessions	0	1	2	3	4	(3)	NA
growth initiatives e.g., fellowship, lectureship, study leave	(0)	1_	2	3	4	5	NA
member of external evaluation or peer review team(s)	(o)	1	2	3	4	5	NA
member or officer in professional societies/organizations	6	1	2	3	4	5	NA
organized conferences/exhibitions	(Ó)	1_	2	3	4	5	NA
peer recognition, including letters of commendation	(0)	1	2	3	4	5	NA

 $\frac{10}{7} = 1.43$



V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

T.	Office hours for the semester or summer term.	Yes	V	No
11.	Syllabus for each course taught during the semester.	Yes	0	No
111.	Updated curriculum vitae.	Yes	200	No

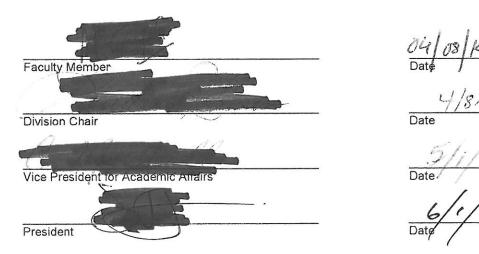
VI. OVERALL RATING

		Score
1.	Teaching (75%) 5,00	3:15
11.	Service (15%) 4,5%	0.68
111.	Research, Scholarship and Creative Activities (5%) /. 017	0.05
IV.	Professional Growth (5%) 1, 43	0.07
	Total	4,55

VII. RECOMMENDATIONS

1.	Perceived strengths of the faculty member: LEHDS THE BIOLOGY BERTHENT SHICH DICLUSTS CHENTS THE BIOLOGY BERTHENTS CICKLY AND LITH HOURHOY. SHE IS INVITUABLE TO THE DIVISION
2.	Perceived weaknesses of the faculty member: NODE.
3.	Professional development and/or recommended actions for improvement.
~	CONTINUE WORKING IN MISELD GRANTS
-	CONTINUE LAB UPERADES CONDUCIVE TO STUDENT INTEREST

Signatures *



The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97. 03/00. 03/11

■ - Botany - BIOL 2470.01 Spring, 2014

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Student Comments:

Used all the forms of technology listed on the survey. No improvement needed.

1 - Ecology - BIOL 3474.01 Spring, 2014

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Student Comments: Used all the forms of technology listed on the survey.

Genetics – BIOL 3471.01 Spring, 2014

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Explained syllabus to class	Used time effectively	Instructor on time to class	Instructor gave clear examples	Instructor was challenging in class	Instructor maintained discipline	Instructor was available to students	Instructor respected students	Exams covered material covered in class	Clear directions given on exams/assignments	Learned a lot from the class	Student engaged in learning	Student put a lot of effort into the class	Student read and wrote a lot in this class	Instructor was fast in presenting the material	Overall the class was helpful	Technology was used for teaching
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Student Comments: Great class.

General Biology I - BIOL 1471.01 Spring, 2014

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	Explained syllabus to class	Used time effectively	Instructor on time to class	Instructor gave clear examples	Instructor was challenging in class	Instructor maintained discipline	Instructor was available to students	Instructor respected students	Exams covered material covered in class	Clear directions given on exams/assignments	Learned a lot from the class	Student engaged in learning	Student put a lot of effort into the class	Student read and wrote a lot in this class	Instructor was fast in presenting the material	Overall the class was helpful	Technology was used for teaching	THE PARTY OF THE P
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Average = 4.80

Student Comments: No improvements to the class are needed; it is great. You're great!



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member:	Date:	4/26/13	Department:	B101.064
Division Chair:	Division:	NATURIL AND	5 (ompu 7)	HIONAL SCIENCES

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good \$ - Outstanding NA - Not Applicable

I. TEACHING (75%)							
It is my estimation that the above named faculty member:							
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	4	(5)	NA
contributes to the development of students' communication skills	0	1	2	3	4	(5)	NA
demonstrates enthusiasm for the subject matter LABS & CLASSICOARS	0	1	2	3	4	(5)	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1	2	3	4	(5)	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	(5)	NA
gives assignments that are relevant to course objectives Ferrors CHAP TES.	0	1	2	3	4	(5)	NA
has regular hours posted	0	1	2	3	4	(5)	NA
Biocosy CLUB, FAGULTY FOV 130R includes information or activities geared toward service learning or career exploration	0	1	2	3	4	(5)	NA
Indicates availability to tutor or assist individual students outside of class STUDENT THROUGH SLC	0	1	2	3	4	(5)	NA
introduces students to new ideas and points of view	0	1	2	3	4	(5)	NA
is persistent in promoting students' interest in the subject matter	0	1	2	3	4	(5)	NA
is clear and effective in explanations and directions to students	0	1	2	3	4	(5)	NA
いたでき、デルネマB・ARD) TICS is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	4	(5)	NA
is well informed and familiar with the subject matter	0	1	2	3	4	(5)	NA
is available to students during posted office hours and for appointments	0	1	2	3	4	(5)	NA
is receptive to differing opinions	0	1	2	3	4	(5)	NA
meets classes on time	0	1	2	3	4	(5)	NA
meets classes as scheduled	0	1	2	3	4	(5)	NA
presents subject matter in an interesting way	0	1	2	3	4	(5)	NA
respects students and treats them with courtesy STUDENTS	0	1	2	3	4	(3)	NA
shows an interest and desire to help students succeed in class SESSIONS	0	1	2	3	4	(5)	NA
STUDIES WATERIAL TO Shows evidence of planning, organization and preparation UPGRADE COURSE CONTENT	0	1	2	3	4	(5)	NA

110 5.0



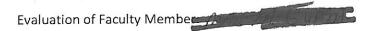
II. SERVICE (15%)							
The faculty member serves in the following ways:							
advisor/mentor to students or student organization(s) FARULTY FIDVISOR	0	1	2	3	4	(5)	NA
	0	1	2	3	4	(5)	NA
initiates mission-related campus activities involving faculty, staff and students AUVER'S FAIRE	0	1	2	3	4	(5)	NA
is amenable to committee assignments SAFETY/WISTE COMMITTEE	0	1	2	3	4	(5)	NA
is involved in "New Student Orientation" AS ASSIGNED	0	1	2	3	4	(5)	NA
participates in campus activities outside normal work hours	0	1	2	3	4	(5)	NA
participates in student recruitment and placement of graduates ARCA CORDIAITER.	0	1_	2	3	4	(5)	NA
participates in college assessment activities MSEID, TITLETT DATA SUBMITTAL	0	1	2	3	4	(5)	NA
re faculty member serves in the following ways: visor/mentor to students or student organization(s) FAULTY DOVISOR visor/mentor to students or students or students or students or students or student organization(s) FAULTY DOVISOR visor/mentor to students or students or student organization(s) FAULTY DOVISOR visor/mentor to students or students or student organization(s) FAULTY DOVISOR visor/mentor to students or st		1	2	3	4	6	NA
INDIAN COMMUNITY				45	92	5	

III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (5%)							
Rate evidence of significant involvement in any of the following:		15					
articles or publications in unreferenced journals	0	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials Biological Curriculum	0	1	2	3	4	(5)	NA
development and receipt of grants and contracts	0	1	2	3	4	5	NA
discipline related research	0,	1	2	3	4	5	NA
participation in juried exhibitions; service as a juror	(0)	1	2	3	4	5	NÀ
presentation of concerts, recitals, productions, shows or performances	(0)	1	2	3	4	5	NA
presentations at state, regional, national conferences	(0)	1	2	3	4	5	NA
promotion of student involvement in research and creative activities	0	1	2	3	4	(5)	NA
publication of books	(0)	1	2	3	4	5	NA
publications in refereed journal	0	1	2	3	4	5	NA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	(0)	1	2	3	4	5	NA
review of books and articles	0	1	2	3	4	5	NA
service as editor of scholarly publications	6	1	2	3	4	5	NA
service as editor of newsletter for educational or professional organizations	(0)	1	2	3	4	5	NA

10/14 = 0.91

IV. PROFESSIONAL GROWTH (5%)			***************************************				
Rate evidence of any of the following:							
completed courses or workshops related to teaching area AVID,	0	1	2	3	4	(5)	NA
convened conference sessions	(0)	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	(b)	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	(9)	1	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	4	5	NA
organized conferences/exhibitions MAKER'S FHIRE	0	1	2	3	4	(5-	NA
peer recognition, including letters of commendation	6	1	2	3	4	5	NA

10/9=1.43



V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

			1	N 1000 II
11.	Office hours for the semester or summer term.	Yes	JAN	No
11.	Syllabus for each course taught during the semester.	Yes	Learn	No
111.	Updated curriculum vitae.	Yes	5	No

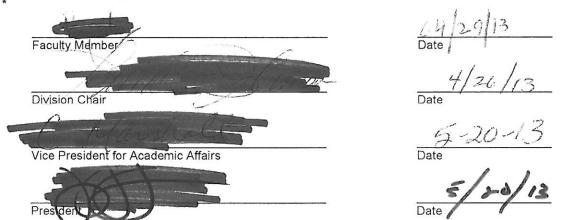
VI. OVERALL RATING

		Score]
1.	Teaching (75%)	5.0 X	0.75 = 3.75
11.	Service (15%)	5.0 X	Curs = 0.75
111.	Research, Scholarship and Creative Activities (5%)	0,7/ x	0.05 = 0.04
IV.	Professional Growth (5%)	1.43x	0.05 = 0.07
	Total	2ta61	

VII. RECOMMENDATIONS

1. Perceived strengths of the faculty member: PROVIDES JAVALUABLE LEADERSHIP
HS AREA COORDINATOR FOR THE BIOLOGY DEVARTMENT WHICH HISE INCLUDES
CHEMISTRY AND PHYSICS. HED INTEREST IN, AND DEDICATION TO
STUDENTS IS EUIDENCED BY HER STUDENT EVALUATIONS, SHE'S AN
EXCITING PROFESSOR WHO SPARKS INTEREST IN HER STUDENTS.
2. Perceived weaknesses of the faculty member: 7 Bicice 4 I
("AMBINE LAB & LECTURE" SESSIONS IN AMORDANCE WITH
AUD STRATEBIES DR. GUPTH HAS BEBULL THIS PROCESS.
Professional development and/or recommended actions for improvement.
NONE

Signatures *



The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97. 03/00. 03/11

- Summary of Student Evaluations Spring, 2013	471.01 General Biology I 4.73	471.02 General Biology I 4.87	470.01 Botany 4.90	470.01 Genetics 4.88	Average Score 4.85	
- Sur	BIOL 1471.01	BIOL 1471.02	BIOL 2470.01	BIOL 4470.01		

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Genetics – BIOL 3471.01 Spring, 2013

			The same	SCHOOL SE		/8d	
5	2	5	5 5	5 5	3	Explained syllabus to class	103/21 = 4.90
2	5	5	5 5	5 5	5	Used time effectively	
2	2	5	5 5	5 5	2	Instructor on time to class	
2	2	5	5 5	5 5	5 5	5 Instructor gave clear examples	67/14 = 4.79
2	2	5	5 5	5 4	4 3	3 Instructor was challenging in class	
2	5	5	5 5	5 5	_	5 Instructor maintained discipline	105/21 = 5.0
2	2	5	5 5	5 5	5	Instructor was available to students	
2	2	5	5 5	5 5	2	Instructor respected students	
2	5	5	5 5	5 5	2	Exams covered material covered in class	69/14 = 4.93
2	2	5	5 5	5 5	4	Clear directions given on exams/assignments	
2	2	5	5 5	5 5	4	5 4 Learned a lot from the class	68/14 = 4.86
2	2	2	5	5 5	4	5 4 Student engaged in learning	
2	2	5	5 4	4 5		5 Student put a lot of effort into the class	64/14 = 4.57
5	5	5	5 4	4 3	3	Student read and wrote a lot in this class	
2	2	5	2 2	4 5	5	Instructor was fast in presenting the material	34/7 = 4.86
2	2	5	5 -	5	5	Overall the class was helpful	30/6 = 5.0
2	2	5	5 -	. 2	5	Technology was used for teaching	30/6 = 5.0
							00.

Student Comments:
Stop having our absences affect our grade.
Great teacher!!
It was great.

General Biology I – BIOL 1471.01 Spring, 2013

4./9		_		4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81 4.81 4.81 4.81	4.81 4.81 4.81 4.50	4.81 4.81 4.81 4.50	4.81 4.81 4.81 4.50 4.50 1.31
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4 Explained syllabus to class	Used time effectively		Instructor on time to class													
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Average = 4.73

No student comments

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	269/54 = 4.98			172/36 = 4.78		269/54 = 4.98			178/36 = 4.94		175/36 = 4.86		169/36 = 4.69		87/18 = 4.83	88/18 = 4.89	88/18 = 4.89	
	Explained syllabus to class	Used time effectively	Instructor on time to class	Instructor gave clear examples	Instructor was challenging in class	Instructor maintained discipline	Instructor was available to students	Instructor respected students	Exams covered material covered in class	Clear directions given on exams/assignments	Learned a lot from the class	Student engaged in learning	Student put a lot of effort into the class	Student read and wrote a lot in this class	Instructor was fast in presenting the material	Overall the class was helpful	Technology was used for teaching	
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Student Comments:

The class is interesting. I enjoy coming every day. More lab equipment for teacher. But overall great class. There are no improvements needed.

BIOL 2470.01 Spring, 2013
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_																	
210/42 = 5.0		02.37(0)	139/28 = 4.96		210/42 = 5.0			139/28 = 4.96		136/28 = 4.86		132/28 = 4.71		70/14 = 5.0	67/14 = 4.79	68/14 = 4.86	
Explained syllabus to class	Used time effectively	Instructor on time to class	5 Instructor gave clear examples	5 Instructor was challenging in class	5 Instructor maintained discipline	Instructor was available to students	Instructor respected students	Exams covered material covered in class	Clear directions given on exams/assignments	Learned a lot from the class	3 Student engaged in learning	3 Student put a lot of effort into the class	Student read and wrote a lot in this class	Instructor was fast in presenting the material	Overall the class was helpful	5 Technology was used for teaching	
2	2	5			5	2	5	5	4	4	5 3		4	5	4	4 5	
2	5	2	2	4	2	5	5	5	5	2		5 5	4	5	5 3	4	
2	5	5	5	5	2	2	5	5	5	5	5 5	3 5	5 5	5 5	5	5 4	
5	5	5	2	5	5	2	5	5	5	5 5	4	_	4	5	5	5	-
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Student Comments:

Lab and class should be the same. Lab and class should be the same time as the class.

Dr. Gupta teaches the class perfect!!!

To: Ms. Cynthio Maishall Biggin

Vice-President for Academic Affairs

From:

Division Chair for Natural and Computational Sciences

Re: Request for Fromound Ph.D

teaching biology at the college level.

students on her semester evaluations. Additionally, Dr. Gupta is invaluable to the Division in her capacity as Area Coordinator.

It is my experience working with that she unfailingly provides requested Area Information for Biology, Chemistry, and Physics, she meets all of her teaching obligations coming to class prepared and on time, and that she is highly respected by students, faculty and staff. She is also a brilliant teacher who has taken the lead to implement AVID Strategies, and TEA Competencies into her classes. The results of her teaching show exceptional student learning statistics.

Without any reservation, I request a promotion for Dr. Guille from Assistant Professor, the position she now holds, to Associate Professor beginning with the Fall, 2013 semester.

Please let me know if you need any further information.



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

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	KAN-			_	0 - 0	1	
	The			71.1 Date Desertmen	" Bedloon	/ Nortral Sive	10
Faculty Memb	201		Pate: -	Wil 2312 Departmen	1. 19	/	
raculty Mem			7		U		
	T	2	Division:				
Division Chai	riva	100 0 0 5 0 V	Dividion				
	V	0 0					

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

The American Carette		ty; (E)		4	£	***	3
I. FEACHING (75%)	1 - 1/2				£., .	5 5 5	1 41
It is my estimation that the above named faculty member:		1	2	3 ((A)	5	NA
conducts courses (e.g. content and organization) consistent with the course syllabi	0	-			9		
contributes to the development of students' communication skills	0	1	2 (3/	4	5	NA
demonstrates enthusiasm for the subject matter	0	1	2	3	(4)	5	NA
the dame policy in each class, at the beginning of each semester	0	1	2	3	41	5	NA
explains and discusses the class attendance policy, in each class, at the segment of gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4) NA
gives assignments that are relevant to course objectives	0	1	2	3	4	(3)	NA
has regular hours posted	0	1	2	3	4	(5)	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	(3)	5	NA
	0	1	2	3	(4)	5	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	(4)	5	NA
introduces students to new ideas and points of view	0	1	2	3	12	5	NA
is persistent in promoting students' interest in the subject matter			2	3		5	NA
is clear and effective in explanations and directions to students	0	1			(a)	-	
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1_	2	3	4	(5)	
is well informed and familiar with the subject matter	0	1.	2	3	4	(5)	NA NA
is available to students during posted office hours and for appointments	0	1	2	3(4	5	NA
is receptive to differing opinions	0	1	2	3	(4)	5	NA
	0	1	2	3	4	5	NA
meets classes on time	0	1	2	3((4)	5	NA
meets classes as scheduled	0	1	2	3	(a)	5	NA
presents subject matter in an interesting way	0	1	2	3	1	5	NA
respects students and treats them with courtesy	1			1	X	5	
shows an interest and desire to help students succeed in class	0	1	2	3	×		NA
shows evidence of planning, organization and preparation	0	1	2	3	14	5	NA

Evaluation of Faculty Member.						. w	
II. SERVICE (15%)		gar an	2	100	ž. (3		, v
The faculty member serves in the following ways:			Т			_	
advisor/mentor to students or student organization(s)	0	1	2	3	47	5	NA
attends convocations and other required events	0	1	2	3	4 (3)	NA
initiates mission-related campus activities involving faculty, staff and students	0	0	2	3	4	5	NA
is amenable to committee assignments	0	1	2			5	NA
is involved in "New Student Orientation"	0	1	2	Ť	(<u>a</u>)	5	NA
participates in campus activities outside normal work hours		1	2	3	4	5	NA_NA
participates in student recruitment and placement of graduates	0	1	2	3	14	5	NA
participates in college assessment activities	0	1	2		4	5	NA
provides or volunteers service to the local community		7 7	2	3	4 [NA_
			4/	g	2 0		
III RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITY	HES (5%)	436 T			#		
Rate evidence of significant involvement in any of the following:	6)				_	NΙΔ
articles or publications in unreferenced journals	- 49	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials	0	1	2	3)	4	5_	NA
development and receipt of grants and contracts	<u>@</u>	1	2	3	4	5	NA
discipline related research	O	1	2	3	4	5	NA
participation in juried exhibitions; service as a juror		1	2	3	4	5	NA
presentation of concerts, recitals, productions, shows or performances		1	2	3	4	5 (NA
presentations at state, regional, national conferences		1	2	3	4	5	MA
promotion of student involvement in research and creative activities	0	1	(2)	3	4	5	NA
publication of books	0	1	2	3	4	5	NA
publications in refereed journal	(0)	1	2	3	4	5	NA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	0	1 1	2	3	4	5	NA
	76	1	2	3	4	5	NA
review of books and articles	(6)) 1	2	3	4	5	NA
service as editor of scholarly publications			2	3	4	5	NA
service as editor of newsletter for educational or professional organizations	5/17	= C	>=/	12	7		11
IV. PROFESSIONAL GROWTH (5%)	112	13.9%		7^		a de	
Rate evidence of any of the following:	Transfer Exist,	11/200		2 to 1		e state.	**************************************
	0	1	2	3	4	5	NA
completed courses or workshops related to teaching area	0		2	(3)	4	5	NA
convened conference sessions	-		-	-			NA
growth initiatives e.g., fellowship, lectureship, study leave	0		2	3	4	5	
member of external evaluation or peer review team(s)	Co		2	3	4	5	,NA
member or officer in professional societies/organizations	G	-	2	3	4	5	NA
organized conferences/exhibitions	(0	1	2	3	4	5	NA

6/7 = 0.86

peer recognition, including letters of commendation

PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

		Yes	V	No	
	Office hours for the semester or summer term.	Yes	V	No '	
11	Syllabus for each course taught during the semester.	Yes	V	No	
111.	Updated curriculum vitae.				

OVERALL RATING

I. Teaching (75%) II. Service (15%) III. Research, Scholarship and Creative Activities (5%) IV. Professional Growth (5%)	Score
III. Research, Scholarship and Creative Addition (5%)	3-14
IV. Professional Growth (570)	otal 3.6

VII.	1. Perceived strengths of the faculty member: of Biology. She Norks well with students: Thomewer the needs to demonstrate p. Chair Of Communication 2. Perceived weaknesses of the faculty member:	rofelsionalism en fottowing to
al ·	Professional development and/or recommended actions for improve	·
Signa	atures * the claim of commands, All the	Date
	Division Chair Vice President for Academic Affairs	Exil 24, $20/2$ Date $5-/-/2$ Date
	President	Date

The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Attachment 3.7.2-B – Samples of Faculty Evaluations for a Three-Year Cycle (Faculty – 2)



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member	Date:	4/14/14	Department:	Business	
Division Chair:	Division	Business	+ Doce	al Aciences	_

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

I. TEACHING (75%)							
It is my estimation that the above named faculty member:		_			т		
conducts courses (e.g. content and organization) consistent with the course syllabi	, 0	1	2	3	0	5	NA
contributes to the development of students' communication skills	0	1	2	3	0	5	NA
demonstrates enthusiasm for the subject matter	0	1	2	3	4	(5)	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1	2	3	4	(5)	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	3	NA
gives assignments that are relevant to course objectives	0	1	2	3	4	3	NA
has regular hours posted	0	1	2	3	4	6	NA
includes information or activities geared toward service learning or career exploration	0	1_	2	3	(4)	5	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	Á	5	NA
introduces students to new ideas and points of view	0	1	2	3	4	5	NA
is persistent in promoting students' interest in the subject matter	0	1	2	3	4	(5)	NA
is clear and effective in explanations and directions to students	0	1_	2	3	4	6	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	4	6	NA
is well informed and familiar with the subject matter	0	1	2	3	4	(5)	NA
is available to students during posted office hours and for appointments	0	1	2	3	4	6	NA
is receptive to differing opinions	0	1	2	3	(4)	5	NA
meets classes on time	0	1	2	3	4	6	NA
meets classes as scheduled	0	1	2	3	4	<u>(6)</u>	NA
presents subject matter in an interesting way	0	1	2	3	<u>a</u>)	5	NA
respects students and treats them with courtesy	0	1	2	3	(4)	5	NA
shows an interest and desire to help students succeed in class	0	1	2	3	4	(5)	NA
shows evidence of planning, organization and preparation	0	1	2	3	4	G	NA

II. SERVICE (15%)							
The faculty member serves in the following ways:	-		,		,		
advisor/mentor to students or student organization(s)	0	1	2	3	4)	5	NA
attends convocations and other required events	0	1	2	3	4	3	NA
initiates mission-related campus activities involving faculty, staff and students	0	1	2	3	(d)	5	NA
is amenable to committee assignments	0	1	2	3	4	13	NA
is involved in "New Student Orientation"	0	1	2	3	(4)	5	NA
participates in campus activities outside normal work hours	0	1	2	3	4	5	NA
participates in student recruitment and placement of graduates	0	1	2	3	4	5	NA
participates in student recruitment and placement or graduates participates in college assessment activities	0	1	2	Q	4	5	NA
provides or volunteers service to the local community	0	1	2	(3)	4	5	NA

III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVI	TIES (5%)						
Rate evidence of significant involvement in any of the following:			1			_	
articles or publications in unreferenced journals	0	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials	0	1	2	3	4	5	(NA
development and receipt of grants and contracts	0	1	2	3	4	5	NA
discipline related research	0	1	2	3	4	5	Na
participation in juried exhibitions; service as a juror	0	1	2	3	4	5	TIA
presentation of concerts, recitals, productions, shows or performances	0	1_	2	3	4	5	NA EM
presentations at state, regional, national conferences	0	1	2	3	4	5	NA
promotion of student involvement in research and creative activities	0	1	2	3	4	5	NA
publication of books .	0	1	2	3	4	5	WA
publications in refereed journal	0	1	2	3	4	5	MA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	0	1	2	3	4	5	NA
review of books and articles	0	1	2	3	4	5	NA
service as editor of scholarly publications	0	1	2	3	4	5	₩.
service as editor of newsletter for educational or professional organizations	0	1	2	3	4	5	NA

IV. PROFESSIONAL GROWTH	(5%)						
Rate evidence of any of the following:							
completed courses or workshops related to teaching area	0	1	2	3	4	ò	NA
convened conference sessions	(0)	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	0	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	0	1	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	(4)	5	NA
organized conferences/exhibitions	100	1	2	3	4	5	NA
peer recognition, including letters of commendation	(a)	1	2	3	4	5	NA

V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

1.	Office hours for the semester or summer term.	Yes		No
11.	Syllabus for each course taught during the semester.	Yes	-	No
III.	Updated curriculum vitae.	Yes	/	No

VI. OVERALL RATING

21.4		Score
1.	Teaching (75%)	3.47
11.	Service (15%)	-42
111.	Research, Scholarship and Creative Activities (5%)	.0
IV.	Professional Growth (5%)	. 38
	Total	4.27

VII. RECOMMENDATIONS

	1. Pe	erceived strer	oths of the fa	culty member:						
- -	,	Cry		ledgen) Ba	ourse	ma	teno	P
-	2. Pe	rceived weal	knesses of the	e faculty memb	per:					
-		no	ril							
-	3. Pro	ofessional de	velopment ar	d/or recomme	nded actions	for impro	vement.	S	12.00	-
-	N	one								
Signatures	3	ulty Member	Anay				0/4/2 Date	2/2014	<u>L</u>	
	Divis	sion Chair	3		*		Date	14		
	Vice	President fo	r Academic A	Iffairs			Date 7	114		
		No.	1				Date /	1/2	_	

The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97. 03/00. 03/11



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member	Date: 4/15/13 Department: Business
Division Chair:	Division: Brus iness and Soual Science

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

I. TEACHING (75%)							
It is my estimation that the above named faculty member:				_			
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	4	(5)	ΝA
contributes to the development of students' communication skills	0	1	2	3	4	(5)	NA
demonstrates enthusiasm for the subject matter	0	1	2	3	4	(5)	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1	2	3	4	6	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	<i>(</i> 5)	NA
gives assignments that are relevant to course objectives	0	1	2	3	4	(5)	NA
has regular hours posted	0	1	2	3	4	(5)	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	4	6	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	(4)	5_	NA
introduces students to new ideas and points of view	0	1_	2	3	4	5	NA
is persistent in promoting students' interest in the subject matter	0	1	2	3	4	<u>(5)</u>	NA
is clear and effective in explanations and directions to students	0	1	2	3	(4)	5	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	4	(5)	NA
is well informed and familiar with the subject matter	0	1_	2	3	4	(3)	NA
is available to students during posted office hours and for appointments	0	1_	2	3	4	5	NA
is receptive to differing opinions	0	1_	2	3	(4)	5	NA
meets classes on time	0	1	2	3	4	5	NA
meets classes as scheduled	0	1_	2	3	4	<u>(5)</u>	NA
presents subject matter in an interesting way	0	1	2	3	4	5	NA
respects students and treats them with courtesy	0	1	2	3	4	(5)	NA
shows an interest and desire to help students succeed in class	0	1	2	3	4	(3)	NA
shows evidence of planning, organization and preparation	0	1	2	3	4	(5)	NA

II. SERVICE (15%)							
The faculty member serves in the following ways:			,			,	
advisor/mentor to students or student organization(s)	0	1	2	3	4_	3	NA
attends convocations and other required events	0	1	2	3	4	6	NA
initiates mission-related campus activities involving faculty, staff and students	0	1	2	3	4	(3)	NA
is amenable to committee assignments	0	1	2	3	(4)	5	NA
is involved in "New Student Orientation"	6	1	2	3	4	5	NA
participates in campus activities outside normal work hours	0	1	2	3	(4)	5	NA
participates in student recruitment and placement of graduates	白	1	2	3	4	5	(QA)
participates in college assessment activities	0	1	2	3	A	5	0
provides or volunteers service to the local community	0	1	2	3	(4)	5	NA

III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIE	S (5%)						
Rate evidence of significant involvement in any of the following:				,			
articles or publications in unreferenced journals	6	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials	0_	1	2	3	4	(5)	NA
development and receipt of grants and contracts	6	1	2	3	4	5	NA
discipline related research	6	1	2	3	4	5	NA
participation in juried exhibitions; service as a juror	0	1	2	É	4	5	NA
presentation of concerts, recitals, productions, shows or performances	6	1	2	3	4	5	NA
presentations at state, regional, national conferences	0	1	2	3	4	(5)	NA
promotion of student involvement in research and creative activities	Ò	1	2	3	4	5	NA
publication of books	(6)	1	2	3	4	5	NA
publications in refereed journal	0	1	2	3	4	5	NA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	6	1	2_	3	4	5	NA
review of books and articles	6	1	2	3	4	5	NA
service as editor of scholarly publications	Ó	1	2	3	4	5	NA
service as editor of newsletter for educational or professional organizations	\ \(\text{\$\ext{\$\text{\$\text{\$\text{\$\ext{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\exititt{\$\ext{\$\ext{\$\ext{\$\ext{\$\ext{\$\ext{\$\ext{\$\exititt{\$\ext{\$\ext{\$\ext{\$\exititt{\$\ext{\$\ext{\$\exitit{\$\ext{\$\exititt{\$\exititt{\$\exitit{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exitit{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exititit{\$\exititt{\$\exititt{\$\exititt{\$\exititt{\$\exitititt{\$\exititt{\$\exititit{\$\exititt{\$\exiti	1	2	3	4	5	NA

IV. PROFESSIONAL GROWTH	1 (5%)						
Rate evidence of any of the following:							
completed courses or workshops related to teaching area	0	1_	2	3	4	(5)	NA
convened conference sessions	(O)	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	<u>(A)</u>	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	(6)	1_	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	4	(5)	NA
organized conferences/exhibitions	(0)	1_	2	3	4	5	NA
peer recognition, including letters of commendation	6	1_	2	3	4	5	NA

V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

T.	Office hours for the semester or summer term.	Yes	V	No
11.	Syllabus for each course taught during the semester.	Yes	1	No
	Updated curriculum vitae.	Yes	2	No

VI. OVERALL RATING

		Score
I.	Teaching (75%)	3.67
II.	Service (15%)	.56
111.	Research, Scholarship and Creative Activities (5%)	1 12
IV.	Professional Growth (5%)	.5 *
	Total	

VII.	RECOMMENDATIONS 1. Perceived strengths of the faculty member.	strengths includes;
	ite is very knowledgeast	eg content material. Assist student
	2. Perceived weaknesses of the faculty members.	per: No noticeable weathers
	a variety of ways to predict is view knowledgeast above and beyond office. 2. Perceived weaknesses of the faculty mer. 3. Professional development and/or recommendations and publish books.	relative to his major
Signatuı	5	04/30/2013 Date
	Division Chair	<u>OST-36-13</u> Date
	Vice President for Academic Affairs	

The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97. 03/00. 03/11



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member	Date:	4/12/12	Department:	Boldening
Division Chair	Division:	Burnen.	and 6	bry I Breen i

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

		14					
I. TEACHING (75%)	4			1	XXX		
It is my estimation that the above named faculty member:							
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	(A)	5	NA
contributes to the development of students' communication skills	0	1	2	3	1	5	NA
demonstrates enthusiasm for the subject matter	0	1	2	3	4	6	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1	2	3	4	(5)	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	(8)	NA
gives assignments that are relevant to course objectives	0	1	2	3	4	6	NA
has regular hours posted	0	1	2	3	(4)	5	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	(4)	5	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	(1)	5	NA
introduces students to new ideas and points of view	0	1	2	3	(A)	5	NA
is persistent in promoting students' interest in the subject matter			2	3	4	(B)	NA
is clear and effective in explanations and directions to students	0	1	2	3	8	5	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	(P)	5	NA
s well informed and familiar with the subject matter	0	1	2	3	4	(E)	NA
s available to students during posted office hours and for appointments	0	1	2	3	Â	5	NA
s receptive to differing opinions	0	1	2	3	1	5	NA
neets classes on time	0	1	2	3	0	5	NA
meets classes as scheduled	0	1	2	3	(D)	5	NA
presents subject matter in an interesting way	0	1	2	3	0	5	NA
espects students and treats them with courtesy	0	1	2	3	A	5	NA
shows an interest and desire to help students succeed in class	0	1	2	3	4)	5	NA
hows evidence of planning, organization and preparation	0	1	2	3	4	5	NA

II. SERVICE (15%)							
The faculty member serves in the following ways:							
advisor/mentor to students or student organization(s)	0	1	2	3	4	(6)	NA
attends convocations and other required events	0	1	2	3	4	5	NA
initiates mission-related campus activities involving faculty, staff and students	0	1	2	3	4	(£)	NA
is amenable to committee assignments	0	_1	2	3	60	5	NA
is involved in "New Student Orientation"	6	1	2	3	4	5	NA
participates in campus activities outside normal work hours	0	1	2	(3)	4	5	NA
participates in student recruitment and placement of graduates	0	1	2	(8)	4	5	NA
participates in college assessment activities	0	1	2	3	4	5	NA
provides or volunteers service to the local community	0	1	2	3	(2)	5	NA

III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIV	ITIES (5%)						
Rate evidence of significant involvement in any of the following:				,			
articles or publications in unreferenced journals	(B)	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials	0	1	2	3	4	6	NA
development and receipt of grants and contracts	<u> </u>	1	2	3	4	5	NA
discipline related research	(6)	1	2	3	4	5	NA
participation in juried exhibitions; service as a juror	(6)	1_	2	3	4	5	NA
presentation of concerts, recitals, productions, shows or performances	(a)	1_	2	3	4	5	NA
presentations at state, regional, national conferences	9	1	2	3	4	5	NA
promotion of student involvement in research and creative activities	(Ô	1	2	3	4	5	NA
publication of books	6	1_	2	3	4	5	NA
publications in refereed journal	6	1	2	3	4	5	NA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	Ó	1	2	3	4	5	NA
review of books and articles	0	1	2	3	4	5	NA
service as editor of scholarly publications	6	1	2	3	4	5	NA
service as editor of newsletter for educational or professional organizations	(0)	1	2	3	4	5	NA

IV. PROFESSIONAL GROWTH	(5%)	14. 7					
Rate evidence of any of the following:							
completed courses or workshops related to teaching area	0	1	2	3	4	80	NA
convened conference sessions	Ø	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	Ò	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	(0)	1	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	(4)	5	NA
organized conferences/exhibitions	(6)	1	2	3	4	5	NA
peer recognition, including letters of commendation	ρ)	1	2	3	4	5	NA

V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

I.	Office hours for the semester or summer term.	Yes	-	No
H.	Syllabus for each course taught during the semester.	Yes	1,	No
111.	Updated curriculum vitae.	Yes	X-pril "	No

VI. OVERALL RATING

		Score
l	Teaching (75%)	3 20
11.	Service (15%)	.55
111.	Research, Scholarship and Creative Activities (5%)	17
IV.	Professional Growth (5%)	0
	Total	11,04

VII. RECOMMENDATIONS

1.	Perceived strengths of the faculty member:	13
a con	Jemme we for Types other facility me	y Knowledgable instructor who dolley, the students and a caung
2.	Perceived weaknesses of the faculty memb	
11	O recognizable	Weaknessey
-		
3.	Professional development and/or recommen	nded actions for improvement.
-		
atures * 1	The second secon	
ď		84/16/2012
	Faculty Member	Date
	774-1-22	4/16/12
	Division Chair	Date /
	A 11 1 0 00	4-18-12
	Vice President for Academic Affairs	Date
	vice resident for Academic Allans	Date
		/

The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97, 03/00, 03/11

Faculty Evaluations for a Three-Year Cycle (Faculty – 3)



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member:	Wark Hood	Date:	4/21/14	Department:	Religion
			General		
			Studies and		
Division Chair:	-Designation -	Division:	Humanities		

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

It is my estimation that the above named faculty member:							
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	4	6	NA
	1				02	5	NA
contributes to the development of students' communication skills	0	1	2	3			
demonstrates enthusiasm for the subject matter	0	1	2	3	4	⑤	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester	0	1	2	3	4	(3)	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statement of class grading policy	0	1	2	3	4	⑤	NA
gives assignments that are relevant to course objectives	0	1	2	3	4	(3)	NA
has regular hours posted	0	1_	2	3	4	6	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	4	5	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	(4)	5	NA
introduces students to new ideas and points of view	0	1	2	3	4	6	NA
is persistent in promoting students' interest in the subject matter	0	1_	2	3	4	(5)	NA
is clear and effective in explanations and directions to students	0	1	2	3	4	(3)	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	4	(5)	NA
is well informed and familiar with the subject matter	0	1_	2	3	4	⑤	NA
is available to students during posted office hours and for appointments	0	1	2	3	4	5	NA
is receptive to differing opinions	0	1	2	3	4	⑤	NA
meets classes on time	0	1	2	3	4	6	NA
meets classes as scheduled	0	1	2	3	4	6	NA
presents subject matter in an interesting way	0	1	2_	3	(4)	5	NA
respects students and treats them with courtesy	0	1	2	3	4	(5)	NA
shows an interest and desire to help students succeed in class	0	1	2	3	(4)	5	NA
shows evidence of planning, organization and preparation	0	1	2	3	(4)	5	NA

II. SERVICE (15%)		1					
The faculty member serves in the following ways:							
advisor/mentor to students or student organization(s)	0	1	2	3	4	5	NA
attends convocations and other required events	0	1	2	3	4	5	NA
initiates mission-related campus activities involving faculty, staff and students	0	1_	2	(3)	4	5	NA
is amenable to committee assignments	0	1	2	3	4	5	NA
is involved in "New Student Orientation"	0	1	2	3	4	5	NA
participates in campus activities outside normal work hours	0	1	2	3	4	5	NA
participates in student recruitment and placement of graduates	0	0	2	3	4	5	NA
participates in college assessment activities	0	1	2	3	4	5	NA
provides or volunteers service to the local community	0	1	2	3	4	6	NA
			(5,4	40.	9	

III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIE	S (5%)					die.	100
Rate evidence of significant involvement in any of the following:							,
articles or publications in unreferenced journals	0	1	2	3	4	5	NA
curriculum design or redesign; development of instructional materials	0	1	2	3	4	5	NA
development and receipt of grants and contracts	0	1	2	3	4	5	NA
discipline related research	0	1_	2	3	4	5	NA
participation in juried exhibitions; service as a juror	0	1_	2	3	4	5	NA
presentation of concerts, recitals, productions, shows or performances	0	1	2	3	4	5	NA
presentations at state, regional, national conferences	0	1	2	3	4	5	NA
promotion of student involvement in research and creative activities	0	1	2	3	4	5	NA
publication of books	0	1	2	3	4	5	NA
publications in refereed journal	0	1	2	3	4	5	NA
published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	0	1	2	3	4	5	NA
review of books and articles	0	1	2	3	4	5	NA
service as editor of scholarly publications	0	1	2	3	4	5	NA
service as editor of newsletter for educational or professional organizations	0	1	2	3	4	5	NA
		9.0.7					

IV. PROFESSIONAL GROWTH (5%)							
Rate evidence of any of the following:					,	,	
completed courses or workshops related to teaching area	0	1	2	3	4	5	NA
convened conference sessions	0	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	0	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	0	1	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	4	(5)	NA

0.035

Evaluation of Faculty Member:

organized conferences/exhibitions	6	1	2	3	4	5	NA
peer recognition, including letters of commendation	0	1	2	3	4	5	NA

V. PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS:

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

1.	Office hours for the semester or summer term.	Yes	X	No
11.	Syllabus for each course taught during the semester.	Yes	X	No
111.	Updated curriculum vitae.	Yes	X	No

VI. OVERALL RATING

		Score
Ī.	Teaching (75%)	3.51
ĪI.	Service (15%)	0.47
III.	Research, Scholarship and Creative Activities (5%)	0.01
IV.	Professional Growth (5%)	0.04
	Total	4.03

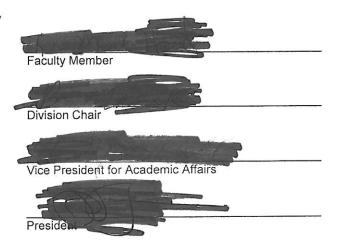
VII. RECOMMENDATIONS

Perceived strengths of the faculty member:
 Rev. Hood conducts lesson sessions related to the subject matter, which encourages critical thinking.

2. Perceived weaknesses of the faculty member:
 needs to manage discipline related issues.

3. Professional development and/or recommended actions for improvement.
 needs to attend professional development classes in technology in order to assist the students with research-based lessons.

Signatures *



4-28-14 Date

4/38/14

Date

Date

The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Spring 2014



RELI 1311 (Survey of the Bible)

	4.80
Course Organization	4.80
	4.80
	4.79
Communication	4.67
	4.76
Faculty/Student Interaction	4.70
	4.83
	4.80
Assessment/Exam	4.83
	4.86
Course Outcome	4.83
	4.79
Student Effort	4.67
Caverned Materials	4.83
Overall	4.77
Technology	4.40
	4.76

Column1		
Mean	4.76	
Standard Error	0.03	
Median	4.80	
Mode	4.80	
Standard Deviation	0.11	
Sample Variance	0.01	
Kurtosis	7.50	
Skewness	-2.52	
Range	0.46	
Minimum	4.40	
Maximum	4.86	
Sum	80.93	
Count	17	

Spring 2014



RELI 3323 (Sociology & Religion)

	4.75
Course Organization	5.00
	5.00
	4.75
Communication	5.00
	5.00
Faculty/Student Interaction	4.75
	5.00
	5.00
Assessment/Exam	5.00
	4.75
Course Outcome	5.00
	5.00
Student Effort	5.00
Caverned Materials	4.75
Overall	5.00
Technology	4.00
	4.87

Column1	
Mean	4.87
Standard Error	0.06
Median	5.00
Mode	5.00
Standard Deviation	0.25
Sample Variance	0.06
Kurtosis	9.27
Skewness	-2.82
Range	1.00
Minimum	4.00
Maximum	5.00
Sum	82.75
Count	17

Spring 2014



RELI 1312 (Comparative World Religion)

Course Organization Communication Faculty/Student Interaction Assessment/Exam	4.58 4.58 4.83 4.75 4.42
Communication Faculty/Student Interaction	4.83
Faculty/Student Interaction	4.75
Faculty/Student Interaction	
Faculty/Student Interaction	4.42
	4.83
	4.67
Assessment/Exam	4.83
Assessment/Exam	4.83
	4.83
	4.50
Course Outcome	4.50
Charles Effect	4.25
Student Effort	4.42
Caverned Materials	4.67
Overall	4.50
Technology	3.67 4.58

Column1	
Mean	4.58
Standard Error	0.07
Median	4.67
Mode Standard	4.83
Deviation	0.29
Sample Variance	0.09
Kurtosis	5.21
Skewness	-1.99
Range	1.17
Minimum	3.67
Maximum	4.83
Sum	77.83
Count	17

Spring 2014



RELI 3312 (Philosophy of Religion)

	4.75
Course Organization	4.75
	4.75
Communication	5.00
Communication	5.00
	5.00
Faculty/Student Interaction	5.00
	5.00
Assessment/Exam	4.75
Assessment/Exam	4.75
Course Outcome	5.00
	5.00
Student Effort	5.00
Student Effort	5.00
Caverned Materials	5.00
Overall	5.00
Technology	3.75
	4.85

Column1	
Mean	4.85
Standard Error	0.07
Median	5.00
Mode	5.00
Standard Deviation	0.31
Sample Variance	0.09
Kurtosis	11.59
Skewness	-3.21
Range	1.25
Minimum	3.75
Maximum	5.00
Sum	82.50
Count	17



TEXAS COLLEGE DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

1	-
L	No.

Faculty Member:	Date:	4/29/13 Department: Humanities
Division Chair:	Division:	Humanities & G. Studies

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definitions:

0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good S - Outstanding NA - Not Applicable

I. TEACHING (75%)	Astinia:	32			963		
It is my estimation that the above named faculty member:							
conducts courses (e.g. content and organization) consistent with the course syllabi	0	1	2	3	4	6	NA
contributes to the development of students' communication skills	0	1	2	3	(4)	5	NA
demonstrates enthusiasm for the subject matter	0	1	2_	3	4	(5)	NA
explains and discusses the class attendance policy, in each class, at the beginning of each semeste	r O	1	2	3	4	5	NA
gives students a printed copy of the course outline and/or syllabus, which includes a written statemed class grading policy	ent of 0	1	2	3	4	5	NA
gives assignments that are relevant to course objectives	0	1	2	3	4)	5	NA
ias regular hours posted	0	1	2	3	4	5	NA
includes information or activities geared toward service learning or career exploration	0	1	2	3	A	5	NA
indicates availability to tutor or assist individual students outside of class	0	1	2	3	(4)	5	NA
introduces students to new ideas and points of view	0	1	2	3	(4)	5	NA
is persistent in promoting students' interest in the subject matter	0	1	2	3	4	5	NA
is clear and effective in explanations and directions to students	0	1	2	3	(4)	5	NA
\dot{f} is knowledgeable and competent in the use of a variety of instructional techniques and materials	0	1	2	3	(4)	5	NA
arphi is well informed and familiar with the subject matter	0	1	2	3	4	(5)	NA
is available to students during posted office hours and for appointments	0	1	2	3	4	5	NA
is receptive to differing opinions	0	1	2	3	4	5	NA
7 meets classes on time	0	1	2	3	(4)	5	NA
8 meets classes as scheduled	0	1	2	3	1	5	NA
presents subject matter in an interesting way	0	1	2	(3)	4	5	NA
respects students and treats them with courtesy	0	1	2	3	4	6	NA
Shows an interest and desire to help students succeed in class	0	1	2	3	4	5	NA
shows evidence of planning, organization and preparation	0	1	2	3	(4)	5	NA

Evaluation of Faculty Member:

1

II. SERVICE (15%)							Sea of the
The faculty member serves in the following ways:							
advisor/mentor to students or student organization(s)	0	1	2	3	4	5	NA
attends convocations and other required events	0	1	2	3	4	5	NA
initiates mission-related campus activities involving faculty, staff and students	0	1	(2)	3	4	5	NA
is amenable to committee assignments	0	1	2	3	4	5	NA
is involved in "New Student Orientation"	6	1	2	3	4	5	NA
participates in campus activities outside normal work hours	0	1	2	(3)	4	5	NA
participates in student recruitment and placement of graduates	0	1	2	3	4	5	NA
participates in college assessment activities	0	1	2	3	4	5	NA
provides or volunteers service to the local community	0	1	2	3	4	6/	NA

I	III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (5%)							2012
	Rate evidence of significant involvement in any of the following:							
١	articles or publications in unreferenced journals	0	1	2	3	4	5	NA
2	curriculum design or redesign; development of instructional materials	0	1	2	3	4	5	NA
3	development and receipt of grants and contracts	0	1	2	3	4	5	NA
4	discipline related research	0	1	2	3	4	5	NA
5	participation in juried exhibitions; service as a juror	0	1	2	3	4	5	NA
A	presentation of concerts, recitals, productions, shows or performances	Ø	1	2	3	4	5	NA
7	presentations at state, regional, national conferences	0	1	2	3	4	5	NA
8	promotion of student involvement in research and creative activities	0	1	2	3	4	5	NA
9	publication of books	0	1	2	3	4	5	NA
16	publications in refereed journal	0	1	2	3	4	5	NA
21	published critical reviews, e.g., operas, movies, ideas, editorials, essays, art, etc.	0	1	2	3	4	5	NA
12	review of books and articles	0	1	2	3	4	5	NA
13	service as editor of scholarly publications	0	1	2	3	4	5	NA
LH	service as editor of newsletter for educational or professional organizations	0	1	2	3	4	5	NA

					4))r:	ļ.
IV. PROFESSIONAL GROWTH (5%)					10.	130	
Rate evidence of any of the following:							
completed courses or workshops related to teaching area	0	1	2	3	4	5	NA
convened conference sessions	0	1	2	3	4	5	NA
growth initiatives e.g., fellowship, lectureship, study leave	0	1	2	3	4	5	NA
member of external evaluation or peer review team(s)	0	1	2	3	4	5	NA
member or officer in professional societies/organizations	0	1	2	3	4	(5)	NA
organized conferences/exhibitions	0	1	2	3	4	5	NA
peer recognition, including letters of commendation	0	1	2	3	4	5	NA

Evaluation of Faculty Member:

PLACE AN "X" IN THE APPROPRIATE BOX FOR EACH OF THE FOLLOWING ITEMS: ٧.

The faculty member has on file in the offices of the Division Chairperson and the Vice President for Academic Affairs copies of the following:

1	Office hours for the semester or summer term.	Yes	VI	No
11.	Syllabus for each course taught during the semester.	Yes	V	No
111.	Updated curriculum vitae.	Yes		No

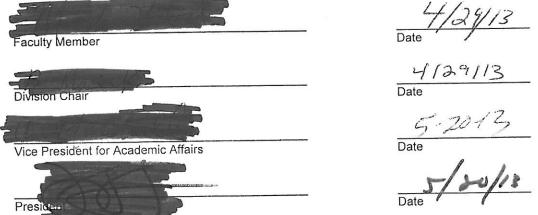
OVERALL RATING VI.

		Score
l.	Teaching (75%)	31
11.	Service (15%)	0.5
III.	Research, Scholarship and Creative Activities (5%)	1000
IV.	Professional Growth (5%)	000
	Total	3.4

			main		ONIC
VII.	RECO	וצווצוכ	ENU	ΑП	ONS

d strengths of the faculty member:	
·	
weaknesses of the faculty member:	
e of absence	
•	
nal development and/or recommended action	ons for improvement.
Classycom Technology	Professional development
09	
//	
	4170113
200	ed strengths of the faculty member: Construction ed weaknesses of the faculty member: Construction onal development and/or recommended action Classroom Technology

Signatures *



The faculty member's signature is provided to indicate that the evaluation has been discussed with the Division Chair, but does not necessarily indicate agreement with this evaluation.

Revised: 5/97. 03/00. 03/11

Class Evaluation Form			i					
Spring 2013	1	2	3	4	5	NA	TOTAL SCORE AVG	CLASS AVG
1. Syllabus			1	1	9			
2. Time management				1	10			
3. Punctuality					11			
4. Clear examples					11			
5. Challenging			2	1	8			
6. Discipline				1	10			
7. Availability					11			
8. Respectful					11			
9. Exams					11			
10. Directions for tests					11			
11. Learning				1	10			
12. Engaged in learning				1	10			
13. Effort				3	8			
14. Reading and writing			1	3	8			
15. Material covered					11			
16. Helpful				1	10			
17. Technology	2	2	2		5			
TOTAL SCORE	2	4	18	52	825		53	4.818182
How can this course be improved?								
I like the way this is class is the way it	is now.							
more technology								
								L
Score= # of students selecting each	score iten	1						
Total Score= # of students in each o	olumn mu	Itiplied by	the score f	or that co	umn			
Total Score Average = Total Score f	om colum	ns 1-5 divid	ded by the	# of auest	ions			

TEXAS COLLEGE

DIVISION CHAIRPERSON'S EVALUATION OF FACULTY MEMBER

Faculty Member	Date: 4/12/12	Department: Religion	
Division Chair	ROIVision: Gen Std &		
D-1- /I C			

Rate the faculty member on each criterion listed below by circling a number on the scale of 0-5 using the following definition 0 - Inadequate 1 - Needs Improvement 2 - Adequate 3 - Good 4 - Very Good 5 - Outstanding NA - Not Applicate

I. TEACHING (75%)				-			
It is my estimation that the above named faculty member:	-	-					-
conducts courses (e.g., content and organization) consistent with the course syllabi.	To	1	2	3	CA) 5	T NA
contributes to the development of students' communication skills.	0	1	2	3	(4	3 5	NA NA
demonstrates enthusiasm for the subject matter.	0	1	2	3	4	5	NA NA
explains and discusses the class attendance policy, in each class, at the beginning of each semester.	0	1	2	3	4	5	NA
gives students a printed copy of the course outline and/or syllabus which includes a written statement of class grading policy.		1	2	3	4	5	NA
gives assignments that are relevant to course objectives	0	1	2	3	4)	5	NA
has regular office hours posted.	0	1	2	3	4	5	NA
includes information or activities geared toward service learning of career exploration;	0	1	2	3	(4)	5	NA
Indicates availability to tutor or assist individual students outsup of the students of the st	0	1	2	3	(4)	•5	NA
introduces students to new ideas and points of view	0	1	2	3	4	5	NA
is persistent in promoting students' interest in the subject in allegations.	0	1	2	3	4)	5	NA
is clear and effective in explanations and directions to students.	0	1	2	3	4	5	NA
is knowledgeable and competent in the use of a variety of instructional techniques and materials.	0	1	2	3	(4)	5	NA
is well informed and familiar with the subject matter.	0	1	2	3	4	(5)	NA.
is available to students during posted office hours and for appointments.	0	1	2	-	(4)	5	NA
is receptive to differing opinions.	0	1	2	3	(d)	5	NA
meets classes on time.	0	1	2	3	(4)	5	NA
meets classes as scheduled.	0	1	2	3	(4)	5	NA
presents subject matter in an interesting way.	0	1	2	3	4)	5	NA
espects students and treats them with courtesy.	.0.	1	2	3		5	-NA
shows an interest and desire to help students succeed in class.	0	1	2	3	42	5	NA
shows evidence of planning, organization and preparation.	0	1	2	3	4	5	NA
	<u>~</u>	<u>'</u>				(1)	

4.045 89 (21)(1)

3,033

II. SERVICE (15%)				-			
The faculty member serves in the following ways:	- 	·V035		and the second	Company of the last of the las		-
advisor/mentor to students or student organization(s)					<u></u>	T	-
attends convocations and other required events		0	1		0	1	5
initiates mission-related campus activities involving faculty, staff and students	-	0	1		3 (4	2	5
is amenable to committee assignments	_	0	1	2 /	3) 4	1	5
is involved in "New Student Orientation"		9	1	-	3 4	21:	5
participates in campus activities outside normal work hours	-	0	7	-	3) 4	, 1	5
participates in student recruitment and placement of graduates	- 0	4	1	2 :	3	20	2
participates in College assessment activities	- 0	4	1	2 3	3 4	4-	<u> </u>
provides or volunteers service to the local community	Ö	4	1	2 3	4) 5	
	0	Ţ	1 3	2 3	4	5)
(.0585) 1913	N 1070	3	9	(3	<u>;</u>)(ş	(4)	1
III. RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (5%)						
Rate evidence of significant involvement in any of the following:			***************************************				
rticles or publications in unrefereed journals	10	T.	1 3) 3	1	- F	Τ.
urriculum design or redesign; development of instructional materials	0	1.	1 2	-	(a)	5	1
evelopment and receipt of grants and contracts:	0	1		_	4	5	+
scipline related research	0	1	70	7	(A)	5	1
articipation in juried exhibitions; service as a juior	0	1	1	_	4	5	I N
esentation of concerts, recitals, productions, shows or performances	0	1	1.	3	4	5	N
esentations at state, regional, national conferences	0	1	2	3	(4)	5	N
omotion of student involvement in research and creative activities:	0	1	ż	3	0	5	N
blication of books	0	1	6	3	4	5	N
blications in refereed journal	0	1	(2)	3	4	5	N
blished critical reviews, e.g., operas, movies, Ideas, editorials, essays, art, etc.	0	1	3	3	4	5	N/
riew of books and articles	0	1	(3)	3	4	5	N
vice as editor of scholarly publications	0	1	(E)	3	4	5	N/
vice as editor of newsletter for educational or professional organizations	0	1	(2)	3	4	5	N/
	38 .		9	<u> </u>	[5)	
IV. PROFESSIONAL GROWTH (5%)							
te evidence of any of the following:							
npleted courses or workshops related to teaching area	0	1	2	3	4	5	N/
vened conference sessions	0	_1	_2_	-3-	0	5	-14-
	0	1	2	3	4	5	N/
wth initiatives e.g., fellowship, lectureship, study leave			2	(3)	4	5	NA
mber of external evaluation or peer review team(s)	0	1		150			1000
mber of external evaluation or peer review team(s) mber or officer in professional societies/organizations	0	1	2	3	1	5	.NA
mber of external evaluation or peer review team(s) mber or officer in professional societies/organizations anized conferences/exhibitions		1 1 1				5	
mber of external evaluation or peer review team(s) mber or officer in professional societies/organizations	0	1 1 1 1	2	3	(4)		NA NA

	ν.	PLACE AN "X" IN TI	E APPROPRIATE DO	·. · · · ·		1993
			IE APPROPRIATE BO	X FOR EACH OF THE	FOLLOWING ITEMS.	
		The faculty member he copies of the following	nas on file in the offices g:	of the Division Chairp	erson and the Vice Pres	ident for Academic Aff
		 Office hours for the Syllabus for each co Updated curriculum 	semester or summer term urse taught during the se vitae.	mester.	Yes (➣) No () Yes () No (➣) Yes () No (➣)	a H
	VI.	OVERALL RATING	≠			
	1 00	· roicosional Gi	plarship and Creative Acti owth (5%)	vities (5%)	Core -033 585 135 199	*
	VII.	RECOMMENDATIONS				*
		2. Perceived weaknesses	of the faculty member	to purce sta	blearing bute	anes.
*	20	to wanthrase F	colinto	7.77 (Versor E. 12)	state learning	The state of the s
		3. Professional developm	ent and/or other recomme	nded actions (of improv	ement:	shops
	Signatu	ıres*		11164		
	Faculty	Member		$\frac{4-16}{\text{Date}}$	5-12	
	Ďivislon	Chair		Date	12	
	Vice Pre	sident for Academic Affair	rs ·	Date	-12	
•.5	Presider			Date)	112	
	HUMAN-R	RESOURGES USE ONLY				
		Date Received Date Filed Initials	Positions Held	Exit Data Dates Employed	Separation Date	
		ulty member's signature is ssarily indicate agreement 15/97, 03/00	provided to indicate that with this evaluation.	t the evaluation has be	en discussed with the D	ivision Chair, but doe: