Annual Faculty Review G1 Form

# Faculty Information

**Name:**  Click or tap here to enter text.

**Rank:**  Click or tap here to enter text.

**Department:**  Click or tap here to enter text.

**Evaluation Year:** January 1, 2021 through December 31, 2021\*

*\*The annual evaluation focuses on the previous calendar year but does allow a faculty member to point out the status of long-term projects and set the context in which annual activities have occurred.*

*Refer to both the* [***departmental faculty evaluation guidelines***](https://dof.tamu.edu/Career/Faculty-Evaluation-Guidelines#r50xw2jy1qz5) *and* [***TAMUG Faculty Annual Evaluation Guidelines***](https://www.tamug.edu/AcademicAffairs/FacultyEvaluation.html) *regarding Areas of Performance (Section 3), Indicators of Excellence and Effectiveness (Section 4) as well as the Annual Review process (Section 6). If a particular section or subsection of this G1 document does not apply to you, leave blank or mark N/A.*

## TEACHING

*Teaching is one of the most fundamentally important activities one undertakes as a faculty member. The subsections below suggest a variety of elements appropriate for consideration for a holistic review of faculty teaching performance at TAMU/G.*

### COURSES TAUGHT

*Add or remove rows as needed. It is also recommended that sample course syllabi, assignments and examinations accompany this G1 annual evaluation in Interfolio under the Teaching Artifacts section.*

| Semester Taught | Course Number  | Course Title | Credits | Enrollment |
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Optional: Click or tap here to enter text for any additional information or comments regarding courses taught.

### OTHER COURSES TAUGHT

*Include directed independent studies; recognized programs for continuing education, short courses, or special workshops.*

Click or tap here to enter text.

### UNDERGRADUATE AND/OR GRADUATE STUDENTS SUPERVISED

*Add or remove rows as needed; Include names, degrees sought, and faculty role (committee chair, member).*

|  |  |  |
| --- | --- | --- |
| **Name** | **Degree Sought** | **Faculty Role** |
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### TEACHING INNOVATIONS AND PROFESSIONAL DEVELOPMENT

* + 1. **TEACHING INNOVATIONS**

*e.g. Teaching Innovations: Emphasis on high-impact teaching techniques; Development of innovative pedagogical practices; Incorporating new technology; Creating new courses, revising existing courses, coordinating multi-section courses and/or contributing to program review and design; Diversity and inclusion awareness in the classroom; Reflect on student course evaluations and how courses have evolved, been modified or altered to enhance student success.*

Click or tap here to enter text.

* + 1. **PROFESSIONAL DEVELOPMENT**

*e.g. Professional Development: Teacher training courses taken; Continuing education taken in subject matter taught; Teaching improvement efforts; Train the trainer courses taken.*

Click or tap here to enter text.

### INSTRUCTIONAL / EDUCATIONAL GRANTS

*These include all forms of grants that facilitate the pedagogical mission of the faculty member, department or college. These forms of grants may be related to course development, technology enhancement, etc.*

Click or tap here to enter text.

### ADVISING AND/OR MENTORING ACTIVITIES

* + 1. **UNDERGRADUATE**

Click or tap here to enter text.

* + 1. **GRADUATE**

Click or tap here to enter text.

* + 1. **POST DOCS**

Click or tap here to enter text.

### TEACHING AWARDS AND OTHER EXPERT RECOGNITION

*e.g. Department, college, university, regional, state, national, international, or professional societies teaching award recognition.*

Click or tap here to enter text.

### Multidisciplinary and/or interdisciplinary activities

*e.g. Teaching in interdisciplinary program courses; Teaching in a disciplinary course in a learning community that involves students in courses that span two or more departments or colleges; Teaching in service learning oriented experiences for students; Active participation in entrepreneurship classes or activities.*

Click or tap here to enter text.

### diversity and internationalization activities

*e.g. Leadership in development or conducting a study abroad course or experience; Cultural discourse and international and cultural diversity course development.*

Click or tap here to enter text.

### OTHER TEACHING RELATED ACTIVITIES

*e.g. Open educational resource (OER) efforts; Special response to departmental teaching needs; Miscellaneous teaching accomplishments.*

Click or tap here to enter text.

### TEACHING PROSPECTUS / NARRATIVE

*The Teaching Prospectus/Narrative section provides the opportunity for each faculty member to reflect on her/his accomplishments over the preceding year and present a candid self-evaluation of their performance in teaching and its impact.*

*Also discuss teaching goals, both short and long term, for the coming year and beyond, as well as reflect on your progress towards last year’s goals. Goals in each of the areas of teaching; research, scholarly or creative activity; and service are required.*

Click or tap here to enter text.

## RESEARCH, SCHOLARLY AND/OR CREATIVE ACTIVITIES

*The subsections below suggest a variety of elements appropriate for consideration for faculty performance in research, scholarly or creative activities at TAMU/G.*

*It is also recommended that links to sample publications or other evidence of research, scholarly or creative activities that demonstrate impact accompany the G1 annual evaluation in Interfolio under the Research Artifacts section.*

### PUBLICATIONS / WRITTEN PRODUCTIVITY

*Include title, medium, co-authors, date, and page. Also indicate published-refereed, published-not refereed, pending, or submitted.* *Be sure to indicate student authors (recommend using an underline) and the corresponding author (recommend using an asterisk).*

*(e.g., Banks, J., J. Fisher\*, K. Sumlin, and M. Sherman, 2019. On the elusive national championship. Annals of the Ill-Fated Southwest Conference. 12:36-40.)*

* + 1. **PEER-REVIEWED JOURNAL ARTICLES**

Click or tap here to enter text.

* + 1. **PEER-REVIEWED BOOK CHAPTERS**

Click or tap here to enter text.

* + 1. **PEER/EDITOR – REVIEWED CONFERENCE PROCEEDINGS**

Click or tap here to enter text.

* + 1. **BOOKS**

Click or tap here to enter text.

* + 1. **OTHER**

Click or tap here to enter text.

### PRESENTATIONS

*List these under the appropriate subsections, including authors, title, venue and date, and if appropriate whether the presentation was oral or poster. Be sure to indicate student authors (recommend using an underline) and the senior author (recommend using an asterisk). Also, please indicate if the presentation was invited.*

* + 1. **Professional Society Meetings or Workshops**

Click or tap here to enter text.

* + 1. **SEMINAR OR LECTURE**

Click or tap here to enter text.

* + 1. **OTHER**

Click or tap here to enter text.

### SHOWINGS OF CREATIVE WORK IN DESIGN DEVELOPMENT OR VISUAL AND PERFORMING ARTS

*Indicate refereed/juried, not refereed/juried, pending, or submitted. If applicable - typically for visual and performing arts disciplines.*

Click or tap here to enter text.

### FUNDED RESEARCH

*List these under the appropriate subsections, including co-PIs, title, source of funding, total award amount, amount of the award coming to your lab, and the period of the award.*

*(e.g., Fisher, J. (PI), K. Sumlin (co-PI), and M. Sherman (co-PI). Brand name influence on recruiting. Association of Former Students Athletic Foundation. $200,000 total award. $120,000 to Fisher. 2019-2021.)*

* + 1. **CONTINUING FROM PREVIOUS YEAR**

Click or tap here to enter text.

* + 1. **NEWLY AWARDED DURING EVALUATION YEAR**

Click or tap here to enter text.

### EXTERNAL RESEARCH PROPOSALS, GRANTS AND CONTRACTS

*Indicate title, sponsor, total budget, date submitted, completion date. Also include if awarded, pending, submitted, or rejected.*

* + 1. **SUBMITTED DURING EVALUATION YEAR AND STILL PENDING**

Click or tap here to enter text.

* + 1. **SUBMITTED DURING EVALUATION YEAR AND DECLINED**

Click or tap here to enter text.

### INTERNAL RESEARCH PROPOSALS, GRANTS AND CONTRACTS

*Indicate research objective, date initiated, estimated completion date, and persons involved. Be sure to indicate student authors (recommend using an underline) and the senior author (recommend using an asterisk). e.g. TCRF or other internal (to TAMU/G) development program (PESCA, Conacyt, etc.)*

* + 1. **SUBMITTED DURING EVALUATION YEAR AND STILL PENDING**

Click or tap here to enter text.

* + 1. **SUBMITTED DURING EVALUATION YEAR AND DECLINED**

Click or tap here to enter text.

### UNFUNDED RESEARCH

*Indicate research objective, date initiated, estimated completion date, and persons involved. Be sure to indicate student authors (recommend using an underline) and the senior author (recommend using an asterisk).*

Click or tap here to enter text.

### RESEARCH, SCHOLARLY AND/OR CREATIVE ACTIVITIES RELATED SERVICE

* + 1. **ADVISORY PANELS**

*e.g. Member of review panel for national research agency; Meeting panel organizer; Meeting paper panel participant; Panel commentator; etc.*

Click or tap here to enter text.

* + 1. **REVIEWING ACTIVITIES**

*Provide as much information as permitted to be disclosed since typically these activities are considered confidential. e.g. Reviewing individual manuscripts and/or grant proposals (provide journal/ proceeding/ book or funding program information); Service as a reviewer for major refereed journals, tenure and promotion review at peer institutions, or as an ad hoc reviewer for national research and/or professional organizations.*

Click or tap here to enter text.

* + 1. **EDITORIAL ACTIVITIES**

*e.g. Editor or member of editorial board of a major journal; Editor of a monograph or special issue.*

Click or tap here to enter text.

### MULTIDISCIPLINARY AND/OR INTERDISCIPLINARY ACTIVITIES

*e.g. Active in a university landmark area of research; Active research with a university recognized center or institute; Participation in a multidisciplinary project that has garnered significant national attention where investigators from two or more TAMU colleges or outside universities are involved.*

Click or tap here to enter text.

### DIVERSITY AND INTERNATIONALIZATION ACTIVITIES

*e.g. Scholarly publications of study abroad activities and the evaluation of their effectiveness at achieving goals and outcomes; Engagement in funded projects with international partner institutions; Engagement in significant publication projects or creative activities with international partners; Engagement in funded projects focused on enhancing diversity enrollment and graduation; Engagement in significant publication projects or creative activities that enhance understanding of diversity issues in higher education or in disciplinary fields.*

Click or tap here to enter text.

### OTHER RESEARCH, SCHOLARLY OR CREATIVE ACTIVITIES

*e.g. Special research awards or recognitions; Miscellaneous research/creative related contributions; Special presentations or invited talks; Researcher training courses taken; Research improvement efforts; Professional development by attending workshops or conferences where you did not give a presentation or poster; etc.*

Click or tap here to enter text.

### RESEARCH PROSPECTUS / NARRATIVE

*The Research, Scholarly and Creative Activities Prospectus/Narrative section provides the opportunity for each faculty member to reflect on her/his accomplishments over the preceding year and present a candid self-evaluation of their performance in research and its impact.*

*Also discuss research goals, both short and long term, for the coming year and beyond, as well as reflect on your progress towards last year’s goals. Goals in each of the areas of teaching; research, scholarly or creative activity; and service are required.*

Click or tap here to enter text.

## SERVICE

*The subsections below suggest a variety of elements appropriate for consideration for faculty performance in service at TAMU/G. Includes service to the institution – to students, colleagues, department, TAMUG, TAMU and TAMUS, as well as service to the profession/field beyond the campus. Examples of the latter include service to professional societies, research organizations, governmental agencies, the local community, and the public at large.*

*It is also recommended that charge letters, invitations, or other service-related documentation that evidence or demonstrate impact be attached to your G1 annual evaluation in Interfolio under the Service Artifacts section.*

### INTERNAL SERVICE

*List any formal service roles and informal service roles under the applicable sub-heading where you have added value with your service efforts.*

*Examples of formal service roles include membership in a standing committee; leadership of standing committees; participation in or leadership of a temporary subcommittee or task force; liaison activities with donors or industry partners; accreditation related roles and responsibilities (e.g. AACSB, ABET, STCW); or institutional assessment effectiveness and evaluation roles and responsibilities.*

*Examples of informal service roles include mentoring or peer-review of colleagues; advising that is non-teaching related; providing expertise or a special contribution toward meeting department needs; or administrative duties as part of their service efforts that does not carry an administrative stipend.*

* + 1. **DEPARTMENTAL**

*e.g. Leadership on departmental committees or task forces; Active and effective mentorship of junior faculty; Active participation on departmental committees or task forces; Special contribution toward meeting departmental needs; Student mentoring; Attendance and participation in departmental meetings; Guest lectures (here or elsewhere); Involving new faculty in research and scholarly activities of more senior faculty.*

Click or tap here to enter text.

* + 1. **COLLEGE / UNIVERSITY**

*e.g. Leadership positions held on college or university committees; Active participation on college or university committees; Active member of the Faculty Senate; Any other evidence of college or university service; Leadership in the Council of Principal Investigators, Distinguished Professors, or a recognized Faculty Network; Active participation on a search committee for a dean of another college or a university administrator; Clear contributions to the department, college, or university in achieving the goals of the Campus Diversity plan.*

Click or tap here to enter text.

### EXTERNAL SERVICE

*List service efforts related any professional organizations, acting roles as editor, reviewer or judge, or other efforts that contribute to TAMU/G’s reputation within the community, state, nation or internationally.*

* + 1. **Professional Societies, Conferences or Workshops**

*e.g. International, national or regional leadership positions held; Organization of international, national, or regional professional conferences, workshops, sessions or meetings; Service on boards; Chairing; Judging; Other service to professional organizations; etc.*

Click or tap here to enter text.

* + 1. **Consulting**

*e.g. Serve as a consultant to other universities, libraries, businesses, or governmental agencies directly related to your academic and professional discipline.*

*Requires approval prior to initiation per TAMU Rule* [*31.05.01.M1*](https://rules-saps.tamu.edu/PDFs/31.05.01.M1.pdf) *Faculty Consulting and/or External Professional Employment*

Click or tap here to enter text.

* + 1. **Media and Outreach**

*e.g. Community service (pro-bono professional practice or discipline related contributions to communities); Newspaper editorials or Op-Ed columns; Community talks; Active participation in partnerships initiated with corporate/community organizations, including funded research, training programs, development of coursework.*

Click or tap here to enter text.

* + 1. **Other External Service**

*e.g. Continuing Education courses or lectures; Special service award or recognition; Miscellaneous service accomplishment.*

Click or tap here to enter text.

### ENVIRONMENTAL HEALTH AND SAFETY

*e.g. Uses best practices to assist in ensuring the health and safety of self and others; Follows all safety procedures and practices; Reports unsafe work conditions, accidents, near misses or injuries; Encourages others to help create and maintain a safe work place; Attends safety training; Familiar with applicable sections of the* [*Texas A&M University safety manuals*](https://ehs.tamu.edu/manuals/)*.*

Click or tap here to enter text.

### MULTIDISCIPLINARY AND/OR INTERDISCIPLINARY ACTIVITES

*e.g. Active participation in K-12 outreach and research especially at the local, state, or national level.*

Click or tap here to enter text.

### DIVERSITY AND INTERNATIONALIZATION ACTIVITIES

*e.g. Significant recruitment and retention activities for students, faculty and staff to enhance diversity goals of the department or college; Significant recruitment of graduate or undergraduate students to enhance international participation at TAMU/G in alignment with goals of the department or college.*

Click or tap here to enter text.

### OTHER SERVICE ACTIVITIES

*Other service efforts not captured in the preceding subsections.*

Click or tap here to enter text.

### SERVICE PROSPECTUS / NARRATIVE

*The Service Prospectus/Narrative section provides the opportunity for each faculty member to reflect on her/his accomplishments over the preceding year and present a candid self-evaluation of their service performance and its impact.*

*Also discuss service goals, both short and long term, for the coming year and beyond, as well as reflect on your progress towards last year’s goals. Goals in each of the areas of teaching; research, scholarly or creative activity; and service are required.*

Click or tap here to enter text.

## LIBRARIANSHIP

***For faculty member use within the Jack K. Williams Library only.***

*A member of the Libraries Faculty, by virtue of formal academic education or training, is knowledgeable and skilled in the manipulation of information, regardless of the format in which it exists. The candidate must perform at a high professional level in his or her areas of specialty and contribute to the educational, research, and service functions of the university.* ***Refer to Section 3.4 of the*** [***TAMUG Faculty Annual Evaluation Guidelines***](https://www.tamug.edu/AcademicAffairs/FacultyEvaluation.html) ***for more complete information on professional effort and duties.***

### LIBRARIANSHIP PROSPECTUS / NARRATIVE

*The Librarianship Prospectus/Narrative section provides the opportunity for each faculty member to reflect on her/his accomplishments over the preceding year and present a candid self-evaluation of their performance and its impact. Also discuss goals, both short and long term, for the coming year and beyond, as well as reflect on your progress towards last year’s goals (required).*

Click or tap here to enter text.

## ADMINISTRATION

***If this entire section or any of the subsections do not apply to you, leave blank or mark N/A.***

*If assigned specific administrative roles, responsibilities and/or duties to the department and/or college that go beyond internal formal and informal service roles as defined in Section 3 (e.g. assistant department head, program coordinator, director or faculty administrator – typically faculty administrative roles that carry an administrative stipend), describe accomplishments over the preceding year and indicate future goals in those subsections that apply. If unsure of your administrative status, discuss the expectations with your department head. Department heads, division chairs and faculty directors are also expected to complete this section relating to their administrative duties.*

*Faculty can have a substantive and significant influence on the operations and strategic mission of the university through their contributions to administration in the following areas.* ***Refer to Section 3.5 of the*** [***TAMUG Faculty Annual Evaluation Guidelines***](https://www.tamug.edu/AcademicAffairs/FacultyEvaluation.html) ***for more detailed information about each subsection below****.*

### TEAMWORK / COLLABORATION / LEADERSHIP

Click or tap here to enter text.

### PERSONNEL MANAGEMENT AND LEADERSHIP IN IDEA

*IDEA – Inclusion, Diversity, Equity, Accountability principles.*

Click or tap here to enter text.

### PROGRAMS / OUTCOMES

Click or tap here to enter text.

### FISCAL / PHYSICAL RESOURCE MANAGEMENT

Click or tap here to enter text.

### PROFESSIONALISM COMPETENCY

Click or tap here to enter text.

### OTHER ADMINISTRATIVE ACTIVITES

*Use this section to provide any additional information you would like to share relating to your administrative activities and efforts.*

Click or tap here to enter text.

### ADMINISTRATION PROSPECTUS / NARRATIVE

*The Administration Prospectus/Narrative section provides the opportunity for each faculty member to reflect on her/his accomplishments over the preceding year and present a candid self-evaluation of their administrative performance and its impact.*

*Also discuss your goals, both short and long term, for the coming year and beyond, as well as reflect on your progress towards last year’s goals. Goals are required.*

Click or tap here to enter text.

## ANNUAL ACKNOWLEDGEMENTS

1. I have reported any faculty consulting or external employment activities accordingly, if applicable.

*Please refer to TAMU System Regulation* [*31-05-01*](https://policies.tamus.edu/31-05-01.pdf) *Faculty Consulting and/or External Professional Employment and TAMU Rule* [*31.05.01.M1*](https://rules-saps.tamu.edu/PDFs/31.05.01.M1.pdf) *Faculty Consulting and/or External Professional Employment for complete details.*

 [ ]  YES [ ]  NO [ ]  N/A

1. I understand that annual evaluations for staff members under my direct supervision must be completed by May 31st of each year for myself to be eligible for merit consideration, if any.

 [ ]  YES [ ]  NO [ ]  N/A

1. In compliance with [TAMUS Regulation 33.05.02](https://policies.tamus.edu/33-05-02.pdf), I have completed all System Mandated Training assigned and due as of the date of this G1 document. I further understand that all System Mandated Training assigned that is due on or prior to May 31st must be complete by May 31st for myself to be eligible for merit consideration, if any.

 [ ]  YES [ ]  NO

1. My current CV is posted to the departmental faculty web page and my information is up to date.

 [ ]  YES [ ]  NO

1. I am due, requesting, or would like to consider the following type of evaluation for the upcoming cycle:

[ ]  Mandatory Consideration, Tenure Track

[ ]  Promotion, Tenured

[ ]  Promotion, Academic Professional Track

[ ]  Mid Term Review, Tenure Track

[ ]  Mid Term Review, Academic Professional Track

[ ]  Post Tenure Review

[ ]  Not Sure – to be discussed with my department head during my annual evaluation.

[ ]  N/A

## ANNUAL REVIEW ACKNOWLEDGEMENT

The information contained herein is most current and correct as of the date of this signature.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |