

Faculty member's name

FACULTY SELF-ASSESSMENT FORM

A regular and thoughtful performance review is a critical tool for professional advancement in an academic scientific career. This form is designed to guide an annual performance review for faculty who are engaged in research and/or teaching. A major goal of the annual review is to assist faculty in assessing their progress toward promotion. The reviewer will be the department chair. This process is separate from and supplemental to regular feedback from a mentor.

Annual reviews are typically arranged by the departmental Chair or designee. A faculty member may also request a review during the cycle, if needed. The faculty member is responsible for completing and compiling the information requested in this self-assessment form. The completed form should then be submitted to the chair and followed up by a meeting to complete the review process. Both chair and faculty member should sign and date the form at the end.

Name:

Department:

Submission Date:

Review Period (e.g., July 2015-June 2016):

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I. Teaching Metrics. List all teaching activities that you have participated in during the review period. If a section is not applicable to you, note "N/A."

a. Courses taught during review period. Add the following information: Course name, in which department(s) courses taught, teaching role, types of learners (e.g., undergraduates or graduate/professional students) and the number per course, and # lectures taught per course. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Course Name	Department(s)	Teaching Role	Learners/#	# Lectures

b. New courses developed (same information as above):

Course Name	Department(s)	Teaching Role	Learners/#	# Lectures

c. Mentorship on students' theses, dissertations, or other mentoring during review period. These include names of undergraduate and/or graduate students supervised, their thesis/dissertation or honors thesis titles, and completion dates for degree work. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Mentee Name	Type of Student	Title of Honors Thesis/ Dissertation	Your Role

d. Teaching awards received:

e. Invited presentations and talks:

f. Publications related to teaching:

g. Innovation: development of any novel teaching approaches, materials, and teaching products:

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h. Teaching Goals: Please summarize in one paragraph your teaching goals for the coming year. Include any resources you will access or grants you will seek to achieve your teaching goals.

II. Scholarship Metrics. List all scholarly and performance accomplishments over the period of this review. You may cut and paste from your Curriculum Vitae for each of the following sections. If a section is not applicable to you, note "N/A."

- a. **Refereed papers** published or in press:
- b. **Refereed other products of scholarship** published or in press (including engaged scholarship):
- c. **Books/book chapters** published or in press:
- d. **Book reviews** published or in press:
- e. **Invited publications** (e.g., review article, editorial):
- f. **Notable publicity of findings/publications** (e.g., in print, radio, or TV media, etc.):
- g. **Honors/awards** related to research/scholarship:
- h. **Products of creative activity**, such as performance and exhibitions:
- i. **Digital and other novel forms of scholarship** (with electronic links displayed, if relevant):
- j. **Refereed unpublished oral presentations and/or abstracts:**
- k. **Research grants** (include all active and pending grants) (USE TEMPLATE BELOW FOR ALL GRANTS LISTED):

Grant Source PI (Last Name) Enter your role if not PI	Mm/dd/yyyy to mm/dd/yyyy \$amount	Enter % effort
Grant Title		
Purpose/Goal:		

l. Other scholarship:

m. Scholarship Goals: Please summarize in one paragraph your scholarship goals for the coming year. Include any resources you will access or grants you will seek to achieve your research goals.

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III. Service Metrics List your service, including any leadership, contributions in the categories below over the period of review. Categories begin with departmental service all the way up to international service. If a category does not apply, note "N/A."

- a. Service on departmental committees.** Add the following information: Committee title, your role on committee, and term of service. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Committee Title	Role(s) played	Term

- b. Service on College of Arts and Sciences or School committees.** Add the following information: Committee title, your role on committee, and term of service. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Committee Title	Role(s) played	Term

- c. Participation in Dean's initiatives.** Add the title of the initiative and the activity or role you performed for this initiative. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Initiative Title	Activity

- d. Service on University committees.** Add the following information: Committee title, your role on committee, and term of service. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Committee Title	Role(s) played	Term

- e. Service in local or regional organizations.** Add the following information: Name of organization, your role or activity with organization, and term of service. You can cut and paste from your Curriculum Vitae or use the table below (ADD MORE ROWS IF NEEDED):

Name of Organization	Role(s) played	Term/Activity

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- f. **Service in national organizations:** (e.g., NSF reviewer, reviewer or on editorial board of national journals, membership on professional society that is national). Add the following information: Name of organization, professional society, or journal; your role or activity, and term of service (ADD MORE ROWS IF NEEDED):

Name of Organization	Role(s) played	Term

- g. **Service in international organizations:** (e.g., reviewer or on editorial board of international journals, membership on professional society that is international). Add the following information: Name of organization, professional society, or journal; your role or activity, and term of service (ADD MORE ROWS IF NEEDED):

Name of Organization	Role(s) played	Term

- h. **Service Goals:** Please summarize in one paragraph your service, including leadership goals for the coming year. Include any resources you will access or seek to achieve your service goals.

Summary

IV. Faculty member's reflective statement (up to 1 page following this

form): Summarize the past-year's accomplishments that you are most proud of as they relate to teaching, scholarship/research, and/or service, including any leadership opportunities you have had. Reflect on the mentoring you have received to accomplish these goals, including how is the mentoring relationship working (if you had mentoring) and what would you like to see improved. Conclude with how your past-year's accomplishments and your goals for the coming year relate to your long-term goals as a faculty member at UNC-CH.

V. Checklist To Be Completed By Chair:

- Faculty Self-Assessment reviewed
- Faculty Reflective Statement reviewed
- Annual review meeting with faculty completed
- Notes during review (if any):

Faculty Member

Date

Chair

Date

Note: Signatures may not imply agreement