Full-time faculty with appointments of one or more years should complete all sections. Other faculty (e.g. visiting, adjunct, etc.) must complete section A and may if they wish complete other sections.

Please provide the information below with supporting documents where applicable and attach an updated CV to this Form.

|  |  |
| --- | --- |
| Name |  |
| Period of Review | Academic year: |
| Academic Program |  |
| Title |  |
| Years at AUA |  |

**SECTION A. Teaching Activities During the Past Academic Year**

(a) List all courses taught at AUA (within your academic program and in other AUA programs).

|  |  |  |
| --- | --- | --- |
| **Semester and Academic Program** | **Credit** **units** | **Course number and title**  |
|  |  |  |
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(b) List the names of students you advised for theses, master’s essays, internships, and other capstone activities during the past academic year.

|  |  |  |
| --- | --- | --- |
| **Name of student** | **Title** | **Type (thesis, essay, internship, etc)** |
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**SECTION B. Administrative Service**

List all administrative roles for which you received TCPs such as program chair, director, etc. Skip this section if not applicable.

|  |  |
| --- | --- |
| **Role** | **Short description of accomplishments (submit supporting documents for your portfolio, if applicable)** |
|  |  |
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**SECTION C. Community and Professional Service: Off-Campus Activities**

 List all external roles or engagements in which you engaged during the academic year such as consulting work, public/private sector board service, teaching, volunteerism, etc. in Armenia or abroad.

|  |  |
| --- | --- |
| **Role** | **Short description of activity (submit supporting documents for your portfolio, if applicable)** |
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**SECTION D. Annual Plan and Self-assessment**

At the beginning of the academic year, list your professional development objectives and categorize them according to the development criteria and scholarship types. Please refer to the policy on Faculty Development Plan and Self-Assessment for definitions of these criteria and types of scholarship.

At the end of the academic year, provide a status update: 1) a short list of outcomes that correspond to each professional development objective (submit supporting documents for your portfolio, if applicable), and 2) or why the objective has not been completed.

Activities that have not been planned at the beginning of the year can also be entered in this form at the end of the academic year.

Full-time faculty are advised to include participation in at least one professional development event at AUA per semester (e.g. brown bag, training, seminar) and be part of at least one committee or working group on the university or program level during the past year.

|  |  |  |  |
| --- | --- | --- | --- |
| Professional development objective (including your role in a group activity) | Development criteria\* | Scholarship type (if applicable)\*\* | End of year status  |
| Example 1: Submit a manuscript to a peer-reviewed journal on the topic of …  | Research  | Scholarship of Integration | Completed, confirmation letter from the journal editor received.  |
| Example 2: Participate in the Erasmus+ INCLUSION project (as a faculty member rep) | AUA Service Teaching excellence | Scholarship of application | Traveled to London for PD on inclusion; contributed to development of national guidelines on inclusion, drafted strategic priorities on inclusion for AUA; met monthly with the team.  |
| Example 3: Participate in a peer-observation project with two other faculty | Teaching excellence | NA | Observed two of my colleagues, met once together to share strengths and identify areas of growth |
|  |  |  |  |
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**\* Development Criteria:**

* Excellence in teaching
* Scholarship
* Service to AUA or community
* English Language Competency

**\*\* Types of Scholarship**

* Scholarship of Discovery: Scholarship of discovery means the traditional concept of scholarship vetted in peer reviewed journals and monographs.
* Scholarship of Integration: Scholarship of integration values cross-disciplinary work which produces or presents new, creative and innovative perspectives, including textbooks and reference works.
* Scholarship of Application: Scholarship of application values the application of theory to practice in a specific or novel context which results in a new, creative and innovative understanding of universal knowledge.
* Scholarship of Teaching: Scholarship of teaching values creative and innovative pedagogical approaches to curriculum, instruction and assessment including curriculum design or other activities beyond routine teaching responsibilities.

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Evaluation by the Program Chair(s)**

Please attach a separate statement on each of the following elements with reference to specific professional development objectives in the annual plan (one or more sentences under each element):

**Teaching:** Comment on course syllabi, grading, and course evaluations, and student relations.

**Scholarship:** Comment on scholarship and research.

**Service:** Comment on service to AUA and the community.

**Administrative**: Comment on administrative activities, if applicable.

**English language competency**: Comment, if applicable, and include solutions if problems.

**Summary statement and recommendations and goals**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Signature of the Program Chair:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

**Signature of the Program Chair (for faculty teaching in more than one program):**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

**Signature of the Program Chair (for faculty teaching in more than one program):**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

**Signature of the Faculty Member:**

I acknowledge that this evaluation was shared with me by the Program Chair. My signature does not indicate agreement or disagreement with the evaluation.

I have made a response to this evaluation and it is attached. Yes \_\_\_\_\_\_\_ No

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: