

SELF-EVALUATION: FINDING YOUR VOICE THROUGH SELF-REFLECTION AND THE PEER REVIEW PROCESS

Writing Across the Curriculum

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Self Evaluation

- In preparation for the Annual Evaluation, faculty members should review the year's activities and accomplishments in light of their overall goals.
- Candidates for **reappointment** should supply a cumulative evaluation of their work, beginning with a focus on the immediately preceding year, followed by a summary of prior years.
- Candidates for **tenure** should evaluate their work since their initial appointment.
- Candidates for **promotion** should evaluate their work since their last promotion.

Self Evaluation

- In a succinct but complete narrative, (normally limited to three pages or fewer, single-spaced) candidates should assess their teaching, scholarly and professional growth, and service and should explain how their activities in these areas contribute to the success of their department and New York City College of Technology. The self-evaluation provides candidates an opportunity to reflect on the values, philosophy, and intellectual interests that inform their teaching and scholarship. (See the *Faculty Personnel Process Guidelines, Section I.B.4* for further guidance.)

Writing Exercise: WAC the Prompt!

Use scaffolding (like you would for your own formal writing assignments) to break this assignment down to smaller, component parts. Work with a partner to:

- Identify what is expected of you;
- Make a writing plan that allows you to meet each expectation.

Discussion:

1. Three areas:

- Teaching
- Service
- Scholarly activity

2. Consider personal/departmental/college-wide contexts

3. Synthesis: through-line

4. Looking forward

Writing Exercise

You meet Dr. Catlove at a party. He is a professor at St. Lovecat University and is interested in your career at City Tech. How would you respond if he asked you to tell him about your favorite part of being a professor at City Tech?

Brainstorming Questions – Groups of 3-5

1. What are the scholarly/service/teaching accomplishments you are most proud of?
2. How do your accomplishments contribute to the college's goals?
3. Is there an overarching theme to your body of work?

Remember, the *ad hoc* committee is interdisciplinary

Creating an Outline

Create an outline for your cumulative self evaluation

In addition to teaching/research/service:

- How do your accomplishments thus far provide a foundation for your future career goals/trajectory?

Share with someone who is *not in your discipline*. As you read:

- Look for acronyms or terms that are unfamiliar;
- Look for accomplishments that may need context.

Upcoming Workshops

Responding to English Language Learning Writers

Thursday, April 11, 1:00 pm-2:15 pm rm. N505A

PARSE Workshop #2

Bring your complete draft for peer review and feedback

Thursday, April 18, 1:00 pm-2:15 pm, rm. N505A

WI Certification Colloquium

Thursday, May 9, 1:00 pm-2:15 pm, N505A