THE UNIVERSITY OF TEXAS AT EL PASO  
SCHOOL OF NURSING  
ANNUAL PERFORMANCE EVALUATION  
CLINICAL & NON-TENURE-TRACK FACULTY

Name: Rank: Department:

Date of initial appointment at UT El Paso:

**Note**: modifications to the percent of total workload in each area must be approved in advance by the chair and dean.

I. INSTRUCTION (70% of total workload)

Full-time load is defined as 30 TLCs for the 2 long terms. Describe any release time (amount, source, term) you have been granted.

1. List courses taught by semester: (Please fill all cells)

**Spring total TLCs**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Credit hours</th>
<th>TLC’s*</th>
<th>Number students</th>
<th>Rating of instructor #11</th>
<th>Rating of course #16</th>
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**Summer total TLCs**

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**Fall total TLCs**

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August 2007

* if you team teach the course, indicate by dividing the total TLCs by the number of instructors
  a. course revision and/or new course design
  b. course coordination (how many of the classes did you personally teach?)

2. Guest lecturer for other classes (include dates)

3. Membership on graduate faculty
   a. served as committee chairperson or committee member for thesis or comprehensive committee in department (List by student name/semester)
   b. served on thesis or comprehensive committee for students outside your department or program (List by student name/semester)

4. Demonstrated creativity in teaching; e.g. teaching awards, established new clinical site, developed new teaching-learning activity, media production such as videos, software, etc. (Please list)

5. Academic advisement (undergraduate, graduate, advising center, etc.)


7. Other evidence of your direct contribution to the instructional program (curriculum development, academic program development, accreditation or program review activities, develop new clinical site).

8. Other narrative comments you wish to make (e.g., if you set instructional goals with your chair before the beginning of 2008, describe your progress toward those goals in 2008).
II. SCHOLARSHIP (10% of total workload)

1. Publication activities
   a. articles published in refereed journals (Complete references; APA or other manuscript style)
   b. abstracts published in refereed journals
   c. articles accepted by refereed journals (Complete reference; in press)
   d. articles submitted for publication in refereed journals (Name of article, author(s), journal to which it was submitted)
   e. articles published in refereed conference proceedings (Complete reference)
   f. books, chapters published (Complete references)
   g. books, chapters accepted for publication (Complete reference; in press)
   h. books, chapters submitted for publication (Name of Books/Chapters, author(s), publishing company to which it was submitted)
   i. monographs published (Complete reference)
   j. monographs accepted for publication (Complete reference; in press)
   k. monographs submitted for publication (Title, author(s), publishing company or journal to which it was submitted)
   l. book reviews, abstracts, articles published in non-refereed journals (Complete reference)
   m. book reviews, abstracts, articles accepted by non-refereed journals (Complete reference; in press)
   n. book reviews, abstracts, articles submitted to non-refereed journals (Title, author(s), publication to which it was submitted)
   o. publication of media produced software (CD’s Etc)

2. Scholarly papers presented at local, state, regional, national, and/or international professional meetings (Indicate if your presentation was a poster or podium presentation; give meeting title, author(s), date and location of meeting)

3. Grant writing activities - indicate agency and include role (PI, co-PI, consultant)
   a. research grants submitted/approved
   b. training grants submitted/approved
   c. other type of grants submitted/approved

4. Other narrative comments you wish to make (e.g., if you set goals related to scholarly endeavors with your chair before the beginning of 2008, describe your progress toward those goals in 2008). This section can also include pilot studies, non-funded research activities, mentoring new faculty on scholarship, administering grants, interdisciplinary research, community-based participatory research and institutional research for department/college.
III. UNIVERSITY & COMMUNITY SERVICE (20% of total workload)

1. University & Community Activities
   a. committee activities for the department, college, university (list by type, date)
   b. student and/or faculty recruitment (list by type/date)
   c. mentoring colleagues (list colleague and how mentored)
   d. lecturer to service and professional organizations title, organization, date)

2. Professional organization activities

3. Community organization activities

4. Honors and/or awards

5. Consultation activities; e.g., assisting in research activities, expert witness, clinical agency consultation.

6. Clinical Practice

7. Renewal or achievement of national certification in area of clinical expertise

8. Attendance at professional development activities; e.g., conferences, seminars, CE activities, scholarly meetings (list by name of conference, place, date)

9. Program review for state/national accreditation bodies.

10. Review of journal article

11. Fund-raising activities.

12. Supervision of student organization.

13. Conference organization and/or hosting.

14. Other narrative comments you wish to make (e.g., if you set service-related goals with your chair before the beginning of 2007, describe your progress toward those goals in 2007).

IV. ADMINISTRATION (00% of total workload) Note: modifications to the percent of total workload in each area must be approved in advance by the chair and dean.

1. List and describe administrative responsibilities
2. Provide evidence for successful completion of administrative duties
3. Other narrative comments you wish to make (e.g., if you set administration-related goals
with your chair or dean prior to the calendar year, describe your progress toward those goals in that year).
**Evaluation by the Faculty Evaluation Committee for 2008**

Name of Faculty Member:___________________________________

Ratings in each area may indicate outstanding (5), excellent (4), good (3), satisfactory (2), or unsatisfactory (1) performance.

<table>
<thead>
<tr>
<th>Area</th>
<th>Rating (1-5)</th>
<th>% of workload</th>
<th>Multiply rating x % of workload</th>
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Final Rating: Total from column: __________

Comments and feedback from the committee:

Strengths:

Areas for Improvement:

______________________________  ____________________
Chair, Faculty Evaluation Committee  Date
Name of Faculty Member: _______________________________

Ratings in each area may indicate outstanding (5), excellent (4), good (3), satisfactory (2), or unsatisfactory (1) performance.

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Total from column: Final Rating

Comments and feedback from the chair:

Strengths:

Areas for Improvement:

Department Chair's Signature

Date
Evaluation by the Dean for 2008

Name of Faculty Member: ________________________________

Ratings in each area may indicate outstanding (5), excellent (4), good (3), satisfactory (2), or unsatisfactory (1) performance.

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Final Rating: __________

Total from column: __________

Comments and feedback from the Dean:

Strengths:

Areas for Improvement:

__________________________
Dean's Signature

__________________________
Date