

**Continuing Lecturer**

**Evaluation Type:**

**Name:**

**Position Title:**

**Supervisor Name:**

Heather Torrie  
Continuing Lecturer  
Mohammed Errihani

**Org Unit:**

**Evaluation Period:**

2014

**INSTRUCTION**

Percent of Effort:	OUTSTANDING PERFORMANCE (5)	EXCELLENT PERFORMANCE (4)	PERFORMANCE MEETS EXPECTATIONS (3)	PERFORMANCE NEEDS IMPROVEMENT (2)	UNACCEPTABLE PERFORMANCE (1)	RATING
75%	Implements new pedagogical methods and technologies in the classroom. Student evaluations of instruction are consistently and significantly higher than the college/national average for comparable courses. Peer/supervisor evaluations of teaching reflect excellence.	Implements proven instructional strategies in courses. Successfully participates in campus-wide digital learning initiatives and faculty development activities related to teaching. Recognized locally for contributions to his/her academic field. Student evaluations of instruction are above the college/national average for comparable courses. Peer/supervisor evaluations of teaching are above the department/college average.	Meets the expectations of instruction to update courses annually. Provides a positive learning environment conducive to student learning. Student evaluations of instruction are near college/national average for comparable courses. Peer/supervisor evaluations of teaching are near average ratings for department/college.	Extensive guidance is needed to meet the requirements of position and related work. No evidence of student evaluation of teaching provided or student evaluations of instruction are below college/national average for comparable courses. Feedback from peer/supervisor evaluation of teaching are below average ratings for department/college.	Does not successfully perform teaching duties and related work. Fails to follow established course syllabus and/or meet the minimum teaching expectations. Student evaluations of instruction are consistently below the department/college average. Formal complaints received from students or others about teaching content or performance are substantiated.	4

Examples/Justification to support ratings: End-of-semester course evaluations; Development of a new course, University Lecture Series elective (Spring and Fall 2014); Engaging and solid pedagogy (see attached). I have definitely enjoyed seeing you grow as a professional in the field of teaching. You have become one of the pillars of this program, not just in terms of teaching, but also in terms of engaging in other program activities that directly benefit the program and the university as a whole. Your students' evaluations have always been strong, and they are again in 2014, and your colleagues look up to you as someone with experience and expertise that they can turn to for assistance and guidance. You are an asset to this program, and I hope you will continue to be for a long time.

**SERVICE, PROFESSIONAL DEVELOPMENT AND GOVERNANCE**

Percent of Effort:	OUTSTANDING PERFORMANCE (5)	EXCELLENT PERFORMANCE (4)	PERFORMANCE MEETS EXPECTATIONS (3)	PERFORMANCE NEEDS IMPROVEMENT (2)	UNACCEPTABLE PERFORMANCE (1)	RATING
25%	Engages in significant number of service activities.	Engages in multiple professional development activities, committee memberships and community involvement initiatives.	Participates in a professional development activity. Effectively serves on one or more active department/college committees. Provides community service judged as significant by peers and chair.	Participates in a professional development activity.	No evidence of professional development or service.	4.5

Examples/Justification to support ratings: Presentations include Illinois TESOL-BE, Indiana TESOL, ELP Inservice; Article written for IEPIS Newsletter; Listening test format research completed (nearly finished writing up the article to submit for publication); Editor, ITBE Link; ELP Service include duties as CEA Self-Study Coordinator and Testing Coordinator (implemented a more comprehensive system of test analysis, coordinated piloting of new placement test). This is an area where you have definitely shown leadership and dedication. Your work on CEA has been exemplary, and your involvement in the profession through presentations and scholarship can set a good example for novice teachers. Well done.

**OTHER UNIVERSITY DUTIES**

Percent of Effort:	OUTSTANDING PERFORMANCE (5)	EXCELLENT PERFORMANCE (4)	PERFORMANCE MEETS EXPECTATIONS (3)	PERFORMANCE NEEDS IMPROVEMENT (2)	UNACCEPTABLE PERFORMANCE (1)	RATING
0%						

Examples/Justification to support ratings:

\*Administrator may adjust percent of work effort assigned to each category based on outside funding or administrative assignment. No category outside of "other university duties" can be assigned an effort of "0".

	Values	Weight	Overall
Instruction	4	75%	3
Service	4.5	25%	1.125
Other	0	0%	0
<b>OVERALL ASSESSMENT</b>		<b>100%</b>	<b>4.125</b>

Supervisor comments specific to evaluation period: It has definitely been a pleasure to work with you. You definitely respond well to pressure and work very well with other colleagues. Your teaching is strong, your scholarship is becoming consistent, and your service to the program and the university in general shows leadership and commitment to the success of ELP. You have made all sorts of contributions to this program that are impossible to list here, but I think everyone in this program recognizes the work that you do, and I would like to sincerely thank you for everything you have done so far.

Employee comments (attach supporting documentation as necessary):

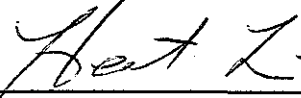
**Goals for next academic year**

**Indicate % weight      Goal**

Indicate % weight	Goal
	1) Successfully finish the CEA accreditation process; 2) Develop formalized test specification documents for our midterm/final exams; 3) Make more time to read up on current testing research/literature to share with the program

Signature acknowledges discussion and receipt of performance evaluation and does not necessarily imply agreement.

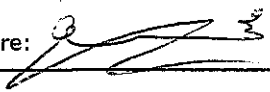
Employee Signature: \_\_\_\_\_



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

2/18/15

Supervisor Signature: \_\_\_\_\_



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

2/18/15

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud. The text notes that without reliable records, it would be difficult to track the flow of funds and identify any irregularities.

2. The second part of the document outlines the various methods used to collect and analyze data. It describes how different types of information are gathered from various sources and how this data is then processed to identify trends and patterns. The text highlights the need for consistent and standardized data collection procedures to ensure the reliability of the results.

3. The third part of the document focuses on the analysis of the collected data. It discusses the various statistical techniques and models used to interpret the data and draw meaningful conclusions. The text notes that the analysis should take into account all relevant factors and that the results should be presented in a clear and concise manner.

4. The fourth part of the document discusses the implications of the findings. It notes that the results of the analysis can be used to inform policy decisions and to identify areas for improvement. The text emphasizes that the findings should be shared with all relevant stakeholders and that the results should be used to guide future actions.

5. The fifth part of the document discusses the challenges of conducting this type of analysis. It notes that there are many factors that can affect the accuracy and reliability of the results, and that it is important to be aware of these challenges and to take steps to minimize their impact. The text also notes that the analysis can be a complex and time-consuming process, and that it is important to have the necessary resources and expertise to conduct it effectively.

6. The sixth part of the document discusses the future of this type of analysis. It notes that there are many new technologies and methods being developed that will make the analysis more efficient and accurate. The text also notes that there is a growing need for this type of analysis as the financial system becomes more complex and global. The text concludes by noting that the future of this type of analysis is bright and that it will continue to play an important role in the financial system.

7. The seventh part of the document discusses the role of the analyst in this process. It notes that the analyst is responsible for collecting and analyzing the data, and for presenting the results in a clear and concise manner. The text also notes that the analyst should be able to identify and explain any irregularities or trends in the data, and should be able to provide recommendations based on the findings.

8. The eighth part of the document discusses the importance of transparency in this process. It notes that the results of the analysis should be shared with all relevant stakeholders, and that the methods used to collect and analyze the data should be clearly documented. The text also notes that transparency is essential for the integrity of the financial system and for the ability to detect and prevent fraud.

9. The ninth part of the document discusses the importance of ongoing monitoring and evaluation. It notes that the results of the analysis should be used to inform policy decisions and to identify areas for improvement, and that the analysis should be conducted regularly to ensure that the financial system remains stable and secure. The text also notes that ongoing monitoring and evaluation is essential for the long-term success of the financial system.

10. The tenth part of the document discusses the importance of collaboration in this process. It notes that the analysis is a complex and time-consuming process, and that it is important to have the necessary resources and expertise to conduct it effectively. The text also notes that collaboration is essential for the success of the financial system and for the ability to detect and prevent fraud.