

**Continuing Lecturer**

**Evaluation Type:**

**Name:**

**Position Title:**

**Supervisor Name:**

Supervisor Evaluation

Heather Torrie

Continuing Lecturer

Mohammed Errihani

**Org Unit:**

**Evaluation Period:**

315

2015

**INSTRUCTION**

Percent of Effort:	OUTSTANDING PERFORMANCE (5)	EXCELLENT PERFORMANCE (4)	PERFORMANCE MEETS EXPECTATIONS (3)	PERFORMANCE NEEDS IMPROVEMENT (2)	UNACCEPTABLE PERFORMANCE(1)	RATING
85%	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: Student evaluations reflect my dedication and caliber as an instructor; I developed a new course--Vocabulary for Math & Science, which was a valuable contribution to the curriculum and helped the ELP achieve its mission; Collaborated with fellow teachers to better teach process writing and lab reports in Level 4. Heather continues to be a vital member of the ELP faculty. Her seniority and tenure within the ELP have gained her the respect of her students and her colleagues over the years. Her student evaluations are consistently strong, and her contributions to the program in several ways make this program what it is today. She has always been positive, collaborative and ready to take on additional responsibilities to benefit the program. This is definitely an area that Heather excels in, and I am appreciative of everything she does and pleased that she continues to be part of this program.

**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
15%	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.	5

Examples/Justification to support ratings: Successfully coordinated the CEA Site Visit and Team Report Response; Developed test specifications for reading and writing midterm and final exams; Created a bank of reading diagnostics, midterms & final exams with 3 parallel forms each; Presented at Illinois TESOL-BE; Wrote a research paper (with Brian Hampson), currently under review by Language Testing; Newsletter Editor of Illinois-TESOL BE. Heather's service has been exemplary this past year. Besides her teaching, she has done a great job as an assessment coordinator, and her regular presentations to her colleagues about testing clearly show that we are making progress as a program in terms of student achievement and assessment in general. Coordinating the CEA Site Visit, the Report Response, and the PDPR made the process of accreditation flow so smoothly. Her attention to detail and her ability to stay on task within deadlines has been exemplary. I am most definitely pleased and thankful that

### 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	85%	3.4
Service	5	15%	0.75
Other	0	0%	0

<b>OVERALL ASSESSMENT</b>	<b>100%</b>	<b>4.15</b>
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*Supervisor comments specific to evaluation period: Heather is a superb teacher who also excels in every assignment or project she is given. The outcome of every task she takes on is positive, and as such she remains an essential member of this program. I continue to be proud for making the decision to hire her in the first place. I think she should be proud of all her accomplishments in the last 8 years.*

*Employee comments (attach supporting documentation as necessary):*

**Goals for next academic year**

**Indicate % weight**

**Goal**

Indicate % weight	Goal
	Continue to collaborate with the writing coordinator to revise writing and grammar diagnostics, rubrics; Continue to improve reading exams by test analysis; further professional development in the field of testing/assessment; research on testing reading

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

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

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

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

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