**Goshen College Teaching Faculty Performance Checklist**

**Revised by Rank & Tenure Committee 2018**

Name of Faculty Member:

Name of Chair:

|  |  |  |
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| Faculty | Chair |  |
|  |  |  |  |  |  | Our vocation of teaching, relationships with students, and work with colleagues are a part of our call to live out our lives in Christ. The performance checklist is to be completed by the faculty member under review and the department chair conducting the review prior to a discussion between the two parties. It is part of the formative 1st and 3rd year review and summative promotion, tenure and post-tenure review. In summative reviews, it is submitted as part of the dossier. It is also the format for writing the faculty self-evaluation. |
|  |  |  |  |  |  |  **Being Christ-Centered as evidenced by:** **Contributions to Church and Personal Faith Commitment** |
|  |  |  |  |  |  | * Holds membership in a worshipping body, attends church regularly
 |
|  |  |  |  |  |  | * Serves as example of Christian discipleship in everyday life
 |
|  |  |  |  |  |  | * Works at keeping personal spiritual life vibrant
 |
|  |  |  |  |  |  |  **Being a Passionate Learner as evidenced by:** **Contributions to the College in Teaching** |
|  |  |  |  |  |  | * Integrates effective pedagogies
 |
|  |  |  |  |  |  | * Revises courses based on student reviews and best practices
 |
|  |  |  |  |  |  | * Uses multiple modes of assessment
 |
|  |  |  |  |  |  | * Keeps regular office hours and is accessible/available on campus
 |
|  |  |  |  |  |  | * Chooses content and methodology relevant to students
 |
|  |  |  |  |  |  | * Considers findings from student evaluations
 |
|  |  |  |  |  |  | * Values informal and formal relationships with students
 |
|  |  |  |  |  |  | * Mentors students for graduate school or professional career
 |
|  |  |  |  |  |  | * Engages students in the learning process
 |
|  |  |  |  |  |  | * Creates a safe learning environment for all students
 |
|  |  |  |  |  |  | * Demonstrates excellence in teaching
 |
|  |  |  |  |  |  | * Connects learning and faith in relevant ways
 |
|  |  |  |  |  |  | * Participates in campus interdisciplinary teaching/mentoring such as Maple Scholars, SST leadership,ICC, team-taught classes, co-curricular leadership, mentoring first year faculty members, research into or development of inclusive pedagogies
 |
|  |  |  |  |  |  |  **Contributions to Academic Discipline** |
|  |  |  |  |  |  | * Attends conferences in her/his field
 |
|  |  |  |  |  |  | * Reads journals from organizations in the field
 |
|  |  |  |  |  |  | * Keeps memberships in professional organizations current
 |
|  |  |  |  |  |  | * Serves on professional committees or boards
 |
|  |  |  |  |  |  | * Nurtures intellectual vitality by researching, publishing, presenting, performing, exhibiting, consulting, developing projects or mentoring student research, submitting work for peer review publication
 |
|  |  |  |  |  |  | * Other
 |
|  |  |  |  |  |  |  **Being a Servant Leader as evidenced by:** **Contribution to College Community** |
|  |  |  |  |  |  | * Attends faculty retreat
 |
|  |  |  |  |  |  | * Attends faculty meetings
 |
|  |  |  |  |  |  | * Attends convocation/chapel
 |
|  |  |  |  |  |  | * Advises students with attention to both specific courses they take and also aspects of their life at Goshen College beyond courses
 |
|  |  |  |  |  |  | * Participates in recruiting efforts of Goshen College
 |
|  |  |  |  |  |  | * Holds regular office hours, is available to students
 |
|  |  |  |  |  |  | * Attends department meetings
 |
|  |  |  |  |  |  | * Attends school meetings
 |
|  |  |  |  |  |  | * Participates in campus governance, committees
 |
|  |  |  |  |  |  | * Attends student or campus sponsored events
 |
|  |  |  |  |  |  | * Builds relationships and encourages dialogue by participating in interdisciplinary or cross-campus discussions
 |
|  |  |  |  |  |  | * Fosters healthy relationships with colleagues, in department/ school
 |
|  |  |  |  |  |  | * Takes on leadership roles for committees, institutional activities
 |
|  |  |  |  |  |  | * Supports college mission and core values
 |
|  |  |  |  |  |  |  **Being a Compassionate Peacemaker as evidenced by:** **Contributions to campus, local community and society** |
|  |  |  |  |  |  | * Serves as an ambassador for Goshen College in the community
 |
|  |  |  |  |  |  | * Participates in community events, boards, or volunteer activities
 |
|  |  |  |  |  |  | * Embraces proactive, problem-solving approach to difficult issues and conflict resolution
 |
|  |  |  |  |  |  | * Listens to others; sees and values multiple perspectives
 |
|  |  |  |  |  |  |  **Being a global citizen as evidenced by:** **Contributions to intercultural understanding** |
|  |  |  |  |  |  | * Teaches with an intercultural/international perspective
 |
|  |  |  |  |  |  | * Practices equality in the classroom so that the perspectives and needs of diverse students are valued
 |
|  |  |  |  |  |  | * Understands the impact of their own culture on relations and communication with others
 |
|  |  |  |  |  |  | * Models hospitality in campus community and beyond
 |
|  |  |  |  |  |  | * Builds relationships and encourages dialogue among diverse community members
 |
|  |  |  |  |  |  | * Promotes environmental stewardship
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**Professor & Chair Meeting Notes:** Identify areas of strength upon with the faculty member would like to build and expand. Also identify areas for improvement upon which the faculty member will focus in the immediate future and the strategies they will employ to achieve those goals.