

Comm	285	Communication Theories (summer contract)	3					

Comment on any reassigned time. (Attach Reassigned Time Report, if applicable.)

Fall 2009 and Spring 2010: Reassigned time 3 credits each semester as Languages, Communication and Honors Area Coordinator---Duties include scheduling regular and part-time faculty (8-9 faculty) in three areas serving over 600 students; writing program reviews and annual updates; writing SLOs and President Reports for area; coordinating program assessments; planning needs assessments for areas; recruiting part-time faculty; mentoring and assisting other faculty in the areas.

I. GOALS FOR TEACHING AND RELATED ACTIVITIES

- 1) Create and implement core competencies assessment for my students in Communication 265G and 253G.
- 2) Assess learning of film terms for my students in Film Appreciation
- 3) Develop assesment instrument for College 101
- 4) I will continue to teach and develop special topics course Film Appreciation
- 5)

Comment on attainment of Goals for Teaching and Related Activities (at the end of the evaluation period).

II. GOALS FOR SCHOLARSHIP AND CREATIVE ACTIVITIES (includes professional development).

Percent of effort allocated to this activity = 10%

- 1) Attend and present at Branch Campus Roundup at NMSU-Carlsbad
- 2) Attend various Teaching Academy Events
- 3) Attend Workshop on Blackboard, NMSUA
- 4) Attend Border or Sun Conference in El Paso
- 5) Write a comprehensive Communication Textbook

Comment on attainment of Goals for Scholarship and Creative Activities (at the end of the evaluation period).

III. GOALS FOR EXTENSION AND OUTREACH

Percent of effort allocated to this activity = 0%

Comment on attainment of Goals for Extension and Outreach (at the end of the evaluation period).

IV. GOALS FOR SERVICE

Percent of effort allocated to this activity = 10%

- 1) Member of the Promotion and Tenure Committee at NMSUA
- 2) Member of the Community College Promotion and Tenure Task Force
- 3) Member of Core Competency Course Accreditation Committee for the state of New Mexico
- 4) Co-Chair of the All-USA Academic Team nominating committee
- 5) Member of the Curriculum Committee
- 6) Co-Chair of the Outstanding Graduate from the Division Committee
- 7) Member of Zandra Baca Scholarship Committee
- 8) Member of General Education Assessment Committee
- 9) Member of the Take Back the Night Committee
- 10) Member of the Literacy Council of Otero County

Comment on attainment of Goals for Service (at the end of the evaluation period).

V. GOALS FOR LEADERSHIP

Percent of effort allocated to this activity = **5%**

- 1) Serve as Chair of the Promotion and Tenure committee
- 2) Serve as Chair of the Literacy Council of Otero County
- 3) Serve as Area Coordinator of the Communication, Languages, and Honors
- 4) Serve as representative to the Community Colleges Promotion and Tenure Task Force

Comment on attainment of Goals for Leadership (at the end of the evaluation period).

PERCENT TOTAL (must equal 100%) 10000%%

Initial Review/Revision:

Faculty Member Date

First-Level Supervisor (if applicable) Date

Second-Level Supervisor (if applicable) Date

VPAA (Required for negotiated reassigned time) Date

Agree Disagree

Final Review:

Faculty Member Date

First-Level Supervisor (if applicable) Date

Second-Level Supervisor (if applicable) Date

VPAA (Required for negotiated reassigned time) Date

Agree Disagree

Unresolved disagreements will be handled in accordance with Community College Promotion and Tenure Policy Section 5.90.5.1.2.

Form revised 8/11/2009