**Academic Staff Performance**

This section is dedicated to only academic staff members that are applying for mobility exchange.

Based on the “CIT staff and student’s mobility manual” the instructor:

|  |  |
| --- | --- |
| **Full Name** |  |
| **Department**  |  |
| **Faculty** |  |
| **Submitting date**  |  |

Is asking for his/her academic performance evaluation. His/her academic evaluation include three parts:

1. **Student’s evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course no.**  | **Course name** | **Program where is taught the course** | **Students Evaluation** |
| No. 1 |  |  |  |
| No. 2 |  |  |  |
|  |  |  |  |
|  |  |  |  |

*\* The instructor should fill the table with his/her last evaluation (last semester) performed from CIT students in the main subjects where he teaches. The evaluation is conducted by CIT’s QAU and send to instructors at the end of the year or semester.*

1. **Teaching and Administration**
2. **Teaching**

|  |  |  |
| --- | --- | --- |
| **Course no.**  | **Program where is taught the course** | **Academic year** |
| No. 1 |  |  |
| No. 2 |  |  |
| No.3 |  |  |
|  |  |  |

*\* The instructor should fill the table with all course taught by him/her in the last year, or last two years.*

1. **Administrative engagement in CIT**

**Rate your involvement in administrative duties**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|  |  |  |  |  |  |  |  |  |  |  |

*\* Rate your involvement in administrative duties from 0-10 by checking the box below the number.*

1. **Description of the main administrative duties**

Describe your main administrative duties for the last academic year.

|  |
| --- |
|  |

1. **Research and Innovation**

The academic staff is expected to describe his/her contribution in research and innovation for the last academic year.

If possible, the information should be quantified or presented in rows and columns.

**Candidate full name and signature**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ad Hoc Committee**

**Academic Staff Evaluation**

This section pertains only to Committee Evaluators.

1. **Committee Evaluation for “Student’s Evaluation”**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |  |

1. **Committee Evaluation for “Teaching and Administration”**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |  |

1. **Committee Evaluation for “Research and Innovation”**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |  |

The *ad hoc* committee composition

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Committee Chair
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, member
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. member
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, member
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, member