

Format for Confidential Report of Conference Between
Department Chair and Faculty Member

As part of the Faculty Activities Report Program, each department chair must annually, in the spring, prior to the May Commencement, discuss individually with faculty his/her assessment of their contributions. It is required that the department chair specifically comment on each of the following: 1) What were the duties this faculty member was expected to fulfill? 2) What has been performed well? 3) What needs improvement? 4) What objectives are agreed upon for the coming year? 5) The chair's summary of the faculty member's progress toward tenure and/or promotion during the past year when applicable. In addition, if not already covered above, the chair will summarize the primary contributions of the faculty member to the department, college, and/or university during the past year.

Faculty Member's Name: Dr. Joe Miner

Department: Electrical & Computer Engineering

Faculty Member's Rank: Assistant Professor Date of Rank: 2015

First Faculty Appointment: 2015 Tenured: No

Date of Conference: April 7, 2018

Chair's Comments:

The tables and graphs on the following pages summarize a variety of performance measures for you and for the department over the last year in terms of research, teaching, and service. This information will help you gauge your productivity with respect to the rest of the faculty. Of course, this data only gives a partial picture of faculty performance. This data should be weighed by a variety of other information that is not summarized so easily to form a full picture of performance (e.g. quality of publications, time and rank as a faculty member, difficulty of courses taught, number and type of service activities, mentorship activities, prestige of awards received, and much more).

Say something here about what faculty member is doing well and where they could improve in teaching, research, and service. Should give specific examples rather than generalities. I will typically congratulate them on any awards and will explicitly mention any noteworthy service activities or other accomplishments. I give specific recommendations for paths toward improvement, referencing their 1-year and 5-year goals if available, and will offer to help as I can.

Overall Evaluation: Teaching (S) Research (S) Service (S) Overall (S)

Chair's Signature: _____ Date: _____

Faculty Member's Comments:

Faculty Member's Signature _____ Date: _____

It is the responsibility of both the faculty member and the chair to ensure that the annual conference, as recorded herein, provides the faculty member with sufficient information to set goals for the following year's performance. The signed original is retained in the faculty member's personnel file in the department. Copies of this document are for the chair and faculty member only, but available to the Dean, Provost, Chancellor, and as necessary for Post Tenure Review.

Adopted at April 24, 1991 Academic Council Meeting. Revised at November 20, 2008 Faculty Senate Meeting.

ECE Performance Summary CY 2018

	Department (CY18)		Dr. Joe Miner					CY18 Ranking
	Avg	Std Dev	2016	2017	2018	3-yr Avg		
TEACHING								
Sections Taught ¹	3.5	1.0	4.0	4.0	3.0	3.7	Bottom 50%	
Course Release \$ to dept.	\$5,000	\$7,000	\$0	\$50,000	\$0	\$16,667	Average	
Total SCH (incl 5/6099, 4097)	400	300	500	400	300	400	Top 50%	
Distance sections	1.0	1.5	3	2	1	2.0	Average	
Weighted Teaching Evaluation ²	3.2	0.7	3.0	3.5	4.0	3.5	Top 25%	
RESEARCH								
Journal Publications	5.0	6.0	4	5	6	5.0	Top 50%	
Conference Publications	5.0	6.0	5	6	7	6.0	Bottom 25%	
5-year citation ³	200	400	200	400	600	400	Top 25%	
Patents	1.0	2.0	1	2	3	2.0	Top 25%	
Books + Book Chapters	0.5	1.0	0	1	0	0.3	Average	
Invited+other Presentations	3.0	5.0	5	10	15	10.0	Top 25%	
Research Expenditures	\$250,000	\$200,000	\$200,000	\$400,000	\$600,000	\$400,000	Top 50%	
Gifts toward research	\$5,000	\$20,000	\$0	\$0	\$25,000	\$8,333	Top 50%	
Graduate Students Advised ⁴	5.0	7.0	5.0	7.0	9.0	7.0	Top 25%	
PhD Students Advised	3.0	4.0	2.0	3.0	4.0	3.0	Bottom 25%	
MS Completed	1.0	1.5	2.0	3.0	4.0	3.0	Above Average	
PhD Completed	1.0	1.0	1.0	2.0	3.0	2.0		
Undergraduates in Research	2.0	3.0	1	2	3	2	Top 50%	
SERVICE								
ECE Committees / Roles	2.0	3.0	2	3	4	3.0	Top 25%	
S&T Committees / Roles	2.0	4.0	1	2	3	2.0	Top 50%	
UM Committees / Roles	0.5	1.0	1	0	0	0.3		

¹ Spring + Fall

² Average evaluation weighted by number of respondents in each course (EE/CpE students only)

³ Citations from 2013-2017 of articles *published* in 2013-2017

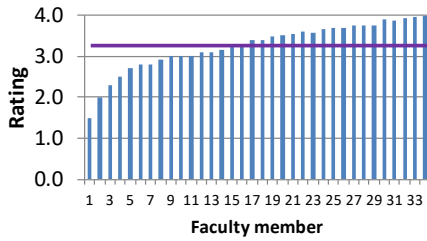
⁴ Co-advised students are counted as 1/2

Publications/presentation/patents only included if completed in calendar year

Chart represents easily summarized data used for evaluation. Ultimately, there are several other measures that are also considered but are not easily tabulated.

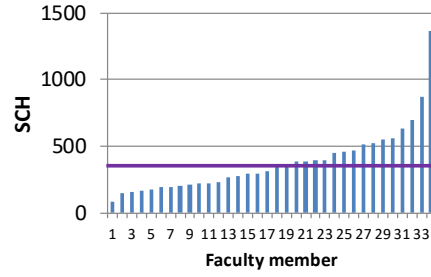


Weighted Average Student-Teacher Rating



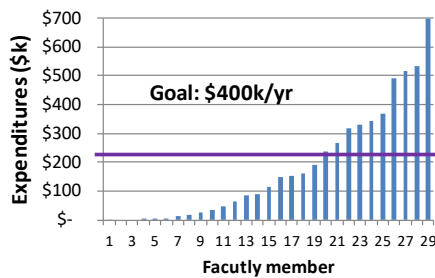
Dr. Joe Miner	3.90
Dept. Avg	3.20
Dept. Std dev	0.67

Student Credit Hours



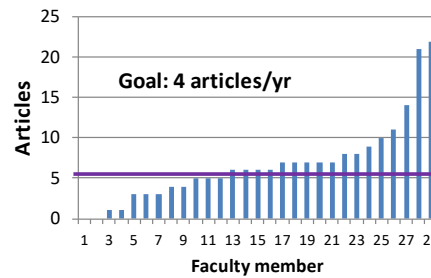
Dr. Joe Miner	300
Dept. Avg	398
Dept. Std dev	300

Cal. Year Rsrch Expenditures



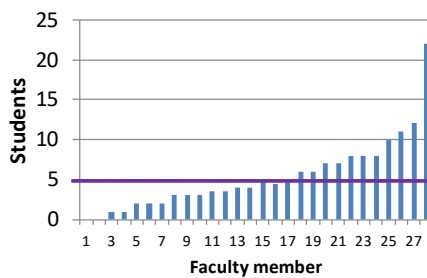
Dr. Joe Miner	\$600,000
Dept. Avg	\$225,000
Dept. Std dev	\$180,000

Refereed Journal



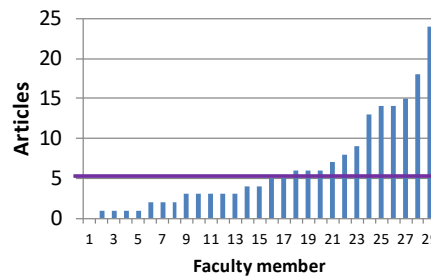
Dr. Joe Miner	6
Dept. Avg	5.1
Dept. Std dev	6.0

Graduate Advisees



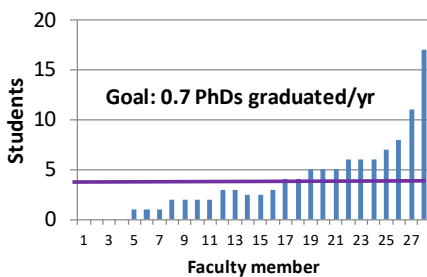
Dr. Joe Miner	9
Dept. Avg	5.0
Dept. Std dev	6.0

Conference papers



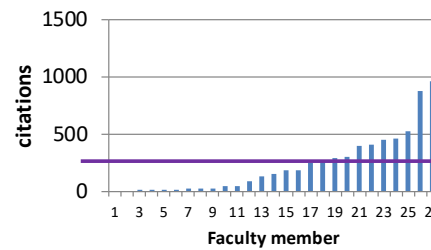
Dr. Joe Miner	7
Dept. Avg	5.1
Dept. Std dev	6.0

PhD Advisees



Dr. Joe Miner	4
Dept. Avg	3.0
Dept. Std dev	4.0

**5-year Citations (Acad. Anal.)
(of articles published in 2013-17)**



Dr. Joe Miner	200
Dept. Avg	250
Dept. Std dev	300