



Louisiana Community and Technical College System (LCTCS)
Full-Time Teaching Faculty Evaluation
Part B: Faculty Professional Growth Form

Delgado Faculty Member's Name: _____ Academic Year: _____
Academic Division/Department: _____
Present Rank: _____ Years of Service at Delgado: _____

Part B: Faculty Professional Growth Form

It is the right of the faculty member to choose to complete the Faculty Professional Growth Form by providing evidence of any progression toward goals/achievements outside and beyond the basic job duties as outlined in Part A. The faculty member will utilize the Faculty Professional Growth Form (FPGF) to establish an evaluation rating that demonstrates more than just Meets Expectations (3) as earned on Part A. The Faculty Professional Growth Form (FPGF) is a *living document* and may be edited throughout the academic year until the point of submission.

Note: For Year II+ faculty, at least one goal should align with an area for development on the previous year's faculty evaluation. Goals you have accomplished the summer previous to the academic year may count if you have not already listed them before. These goals should outline a reasonable workload that adheres to the goals of your program and the College. The number of goals in each category varies according to academic rank and years of service according to the [Faculty Evaluation and Improvement of Instruction policy](#). Faculty members will not have the same number of goals in each area. (For promotion purposes, see Division Committee *Individual Recommendation Form* (Form 2321/002) in [Promotion Process Guidelines](#) for minimum instances requirements by promotion level for each category below.)

The total points earned are the following:

- 0.5 point towards the overall score
 - Progression Toward 2 goals/achievements
- 1 point toward the overall score
 - Progression Toward 4 goals/achievements
- 1.5 points towards the overall score
 - Progression Toward 6 goals/achievements
- 2 points towards overall score
 - Progression Toward 8 goals/achievements

IMPORTANT NOTES:

1. Part A will not be negatively affected by a score of zero on Part B.
2. Failure to achieve a score of 3 in Part A will negate all progress made by the FPGF.

Part B Continued:
Faculty Professional Growth Form (FPGF) for LCTCS Full-time Faculty

Delgado Faculty Member's Name: _____

Academic Year: _____

Instructions:

1. **At the beginning of the Academic Year**, all faculty members who elect to be eligible for a 3.5 or higher must submit their draft of a Faculty Professional Growth Form (FPGF) to the appropriate supervisor. The faculty member and supervisor should discuss and agree upon what would constitute as appropriate evidence for the faculty member's proposed intentions. To finalize the FPGF for the academic year, the faculty member will schedule a meeting with the immediate supervisor. If a faculty member elects to be eligible for FPGF at a later point in the academic year, they will need to schedule a meeting with their immediate supervisor to complete the process before the end of the academic year. **The Faculty Professional Growth Form (FPGF) is a *living document* and may be edited throughout the academic year until the point of submission.**

Note: For Year II+ faculty, at least one goal should align with an area for development on the previous year's faculty evaluation. Goals you have accomplished the summer previous to the academic year may count if you have not already listed them before. These goals should outline a reasonable workload that adheres to the goals of your program and the College. The number of goals in each category varies according to academic rank and years of service according to the [Faculty Evaluation and Improvement of Instruction policy](#). Faculty members will not have the same number of goals in each area. (For promotion purposes, see Division Committee *Individual Recommendation Form* (Form 2321/002) in [Promotion Process Guidelines](#) for minimum instances requirements by promotion level for each category below.)

2. **During the evaluation conference**, the goal/achievement should be explained in a brief manner, as well as the outcome. When experimenting for the purpose of improving instruction, it is not necessary to document "success." A statement of what new methodology, approach, technique, etc., has been tried and evaluated is needed. A key element of this process is the discussion or dialogue between the faculty member and the immediate supervisor with the purpose of continuing to improve both student and faculty advancement and success.

The total points earned are the following:

- 0.5 point towards the overall score
 - Progression Toward 2 goals/achievements
- 1 point toward the overall score
 - Progression Toward 4 goals/achievements
- 1.5 points towards the overall score
 - Progression Toward 6 goals/achievements
- 2 points towards overall score
 - Progression Toward 8 goals/achievements

Part B Continued:
Faculty Professional Growth Form (FPGF) for LCTCS Full-time Faculty

Delgado Faculty Member's Name: _____

Academic Year: _____

I. TEACHING AND DIRECT INSTRUCTIONAL ACTIVITIES

Repeat Chart for Each Goal in this section.

GOAL/ ACHIEVEMENT
Objective(s)
Resources Needed (As applicable)
Assessment Method (As Applicable)
Results – See Portfolio

II. SERVICE TO STUDENTS, DEPARTMENT, DIVISION AND/OR COLLEGE, AND COMMUNITY

Repeat Chart for Each Goal in this section.

GOAL/ ACHIEVEMENT
Objective(s)
Resources Needed (As applicable)
Assessment Method (As Applicable)
Results – See Portfolio

III. PROFESSIONAL DEVELOPMENT

Repeat Chart for Each Goal in this section.

GOAL/ ACHIEVEMENT
Objective(s)
Resources Needed (As applicable)
Assessment Method (As Applicable)
Results – See Portfolio

Part B Continued:
Faculty Professional Growth Form (FPGF) for LCTCS Full-time Faculty

Delgado Faculty Member's Name: _____

Academic Year: _____

IV. LEADERSHIP *(Required for faculty applying for rank of full Professor only)*

Repeat Chart for Each Goal in this section.

GOAL/ ACHIEVEMENT
Objective(s)
Resources Needed (As applicable)
Assessment Method (As Applicable)
Results – See Portfolio

Comments:

Faculty Member's Signature: _____ **Date** _____

Supervisor's Signature (as applicable): _____ **Date** _____

Academic Dean's Signature: _____ **Date** _____