

Your self-evaluation should have three sections with the following headings:

**1. Personal performance assessment:** self-assessment of your faculty performance at Bethel giving primary attention to:

- Effectiveness in teaching *including reflection on student course evaluations*;
- Effectiveness in student advising and mentoring;
- Professional growth in scholarship and service;
- Evidence of a commitment to the development of a Christian worldview and the exploration of biblical perspectives applicable to your academic discipline;
- Effectiveness in working relationships with faculty and administrative colleagues;
- Cooperation with and support of the spiritual life program and priorities of the university.

The standard length of a personal performance assessment is 2500-3000 words.

**2. Personal analysis:** An analysis of your strengths and those areas in which you are seeking to improve.

This section is generally 500-750 words long and should inform your professional and personal goals.

**3. Professional and personal goals:** This statement of professional and personal goals for the next year and the way(s) in which these relate to your long-term plans for growth and development should include:

- Progress toward any formal degree programs in which you are involved; if relevant;
- Scholarship and scholarship presentation activities expected;
- Planned participation in programs or activities that will contribute to teaching effectiveness;
- Anticipated service commitments related to Bethel or your work beyond Bethel;
- Planned participation in programs or activities that will deepen your integration of faith in your discipline.

The statement of professional and personal goals (Part 3) is generally 750-1000 words long. This section will be more useful to both you and the Committee if your goals are concrete and specific.

Please save this document as LASTNAME\_FIRSTINITIAL\_SELF-EVAL\_AUGyear

**4.** An updated copy of your curriculum vitae.

Please save this document as LASTNAME\_FIRSTINITIAL\_CV\_AUGyear

Both documents must be submitted electronically to Academic Affairs ([cas-academic-affairs@bethel.edu](mailto:cas-academic-affairs@bethel.edu)) using the naming protocol indicated above.