

Abilene Christian University

Goals and Faculty Evaluation

August 1, 2016 - September 1, 2016

Name: Huddleston, Jennifer Rogers
Department(s): Biology

2016-2017

	Fall	Spring	Summer
Teaching	%	%	%
Research/Scholarship	%	%	%
Service	%	%	%
Administrative	%	%	%

Teaching

Teaching Goals for the Year (completed by June 1 by faculty member)

GOAL 1: Improve Microbiology Teaching Lab Safety. The American Society for Microbiology published guidelines for students' safety in teaching labs in 2012. However, these guidelines are not widely known among those professionals that are in charge of these labs. I discovered these a few months back, and I have not been following them. Although there is no agency that holds universities accountable, the Centers for Disease Control expects that these guidelines are being followed in order to keep students safe. Starting in the fall of 2016, I will bring the teaching labs into compliance with these guidelines. For detailed information see: <https://www.asm.org/index.php/guidelines/safety-guidelines>

Here is a summary of the major practices that I will enact:

1. Require personal protective equipment - lab coats, gloves, goggles.
2. Prohibit personal devices except an iPad that is wrapped in a protective plastic sleeve.
3. Prohibit all paper and writing utensils from leaving the lab. Lab notebooks will be only electronic and recorded using the app Notability. The students must purchase the electronic lab notebook instead of the paper. All quizzes will be given through Canvas.
4. Improve documentation of chemicals and bacterial cultures used in the lab.
5. Use biosafety lab 2 (BSL-2) practices when handling microorganisms isolated from the environment or when using Salmonella.

GOAL 2: Utilize Canvas for quizzes with lockdown browser in the microbiology lab. See #3 above. This will take some time to get all of the questions into Canvas.

Reflections on Goals (completed by March 1 by faculty Member)

Additional Teaching Activities Not Included in Goals:

Chair's Evaluation of Goal Completion (completed by April 1)

Not met	Met	Met with Distinction

Areas of Competence: Faculty are expected to develop competence in each of these areas (completed by April 1 by chair)

	Unsatisfactory	Needs Improvement	Effective	Excellent
Student Satisfaction				

Classroom Effectiveness				
Syllabi				
Integration of Faith/Learning				
Class/Course Enhancement				
Student Advising/Mentoring				
Teaching (Overall rating by chair)				

Scholarship

Scholarship/Creativity Goals for the Year (completed by June 1 by faculty member)

GOAL 1: Publish a paper with Kathryn Preston in an undergraduate research journal. This is completed research about Gram-negative bacteria found in rainwater.

GOAL 2: Publish a paper with Maedgen Lindsey in an undergraduate research journal. This reports the discovery of salt-tolerant/-requiring microbes normally found in marine environments that we isolated from oil wells in west Texas.

GOAL 3: Continue cave microbiological research with three undergraduate students.

Reflections on Goals (completed by March 1 by faculty Member)

Additional Scholarly/Creative Activities Not Included in Goals:

Chair's Evaluation of Goal Completion (completed by April 1)

Not met	Met	Met with Distinction

Scholarship/Creativity (Overall rating by chair)

Unsatisfactory	Needs Improvement	Effective	Excellent

Service

Scholarship/Creativity Goals for the Year (completed by June 1 by faculty member)

Serve as the official ACU sponsor for Alpha Chi National Honor Society. I was a co-sponsor from August 2014-February 2016. This will be my first full year as ACU's official sponsor.

This is an important role as it requires much correspondence with the national office about the induction ceremony, scholarships, and travel to the national convention in Kentucky.

Reflections on Goals (completed by March 1 by faculty Member)

Additional Service Activities Not Included in Goals:

Chair's Evaluation of Goal Completion (completed by April 1)

Not met	Met	Met with Distinction

Service (Overall rating by chair)

Unsatisfactory	Needs Improvement	Effective	Excellent

Summary Assessment by Department Chair

Written Comments

1. Collegiality
2. Progress toward tenure
3. Progress toward promotion
4. Constraints on performance
5. Comment on church membership
6. Other

Faculty

Date

Department Chair

Date