



## MEMORANDUM

**To:** Dr. Morgan Benton

June 8, 2010

**From:** Dr. Polly Cushman, Interim Department Head, ISAT

**Re:** Performance Evaluation 2009-2010

**CC:** Dr. Sharon Lovell, Interim Dean, CISAT

---

Your performance for the 2009-2010 academic year has been evaluated using the ISAT Criteria Guidelines for Annual Evaluation. I have looked at your work in the areas of teaching, scholarship and service.

### Teaching

I find your teaching to be **Excellent**. Some highlights include:

- Course evaluations were mostly above departmental average. The highest categories were showing concern and respect toward students, maintaining office hours and helping students outside of class. The lowest categories were in the areas of class preparation and definition of the objectives and grading policy.
- Advising of six students in four senior projects, one of which won two thesis awards
- Showing evidence of instructional vitality through experimenting with a new style for teaching and participating in the Millennial Connections Madison Teaching Fellows team
- Demonstrating leadership in non-traditional learning experiences through further work on a future study abroad program in Japan, with first students starting May 2010
- Showing leadership in curriculum development through working with the IKM team on the rewriting of goals and objectives for ISAT 252
- Broadening your teaching expertise through participation with Maria Papadakis in teaching GISAT 160 for the Freshman Eco Learning community
- Participating in several CFI teaching workshops and TAPS
- Attending the CSEET 2010 conference and applying that experience to your teaching plans

### Scholarship

I find your scholarship to be **Satisfactory**. Some highlights include:

- Participating in a focused, goal directed program of scholarly activity in the area of educational research, especially the area of building and deploying an open-source online learning management system
- Involving students in research in a variety of ways, including having a senior project make a poster presentation at the AWEA conference
- Having a paper accepted for next year's ATMAE Conference

## Service

I find your service to be **Excellent**. Some highlights include:

- Membership on many ISAT committees, including C & I, Assessment, and Foundation, and serving as chair of the Recruiting Committee
- Participation in SCOTS academic team, and serving as team lead for IKM
- Other service to ISAT included handling the web-based registration for and participating in the ISAT Golf Challenge
- Serving as advisor for the ISAT Honor Society and the JMU Japan Club
- Working with Creative Services to launch the new ISAT website and continuing to work toward redoing the concentration sites
- Service to JMU through serving on the team for the Asian Studies Minor, serving as a TAP Consultant, and working with Andy Perrine on a strategy for the JMU website
- Using professional expertise to serve the wider community through your consulting on websites with a variety of clients
- Participating in the CISAT Faculty Research Day
- Serving on the Harrisonburg City Schools Gifted Advisory Committee
- Reviewing articles for the Journal of Information Systems Education

## Summary

In addition to the three areas in which all faculty members work, within ISAT we also emphasize the importance of personal leadership, professional commitment, and professional collegiality. Your concern and respect for students and your leadership in innovative pedagogy continue to demonstrate your commitment to ISAT and to higher education.

The faculty handbook states, “In addition to an evaluation in each of the three areas of performance, the faculty member’s overall performance must be evaluated as satisfactory or unsatisfactory.” Overall, I have assessed your performance for the year to be extremely Satisfactory.

---

*Submitted by*

*Polly Cushman,  
Interim Department Head, ISAT*

*Date*

---

*I have reviewed this document, discussed the contents with my department head, and acknowledge this with my signature. My signature does not necessarily mean that I agree with the assessment of my performance.*

*Faculty Member Signature*

*Date*

---