



MEMORANDUM

To: Dr. Morgan Benton

From: Dr. Jeffrey Tang, Interim Academic Unit Head, ISAT Department

Subject: Annual Performance Evaluation, 2016-2017

CC: Dr. Robert Kolvoord, Dean of the College of Integrated Science and Engineering

Date: 30 August 2017

Your performance for the 2016-2017 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

You are an innovative and thoughtful instructor, which is clear from your teaching this year. You participated in teaching several courses, including a revised Production Systems course, and made significant changes in your ISAT 252 course. These changes reflect a thoughtful response to feedback and experiences in previous semesters. You also supervised or co-supervised several capstone projects, and continued working with a group of students from across campus that had won a hackathon event for their app. Overall, I assess your Teaching to have been Excellent.

Scholarship

You had a very productive year in your scholarly pursuits. You applied for three grants: two small grants that were funded and one larger grant that was not. You co-authored numerous peer-reviewed publications with Nicole Radziwill and authored two book reviews. Additionally, you gave three presentations at conferences, attended five total conferences (including those at which you presented), and participated in two webinars for professional development. Finally, you consulted for two companies (of which you are an owner or co-owner) and have a book project about grading in academia on which you are working. Overall, I assess your Scholarship to have been Excellent.

Service

Your service focused exclusively within JMU, but your service portfolio with the university was varied and broad. At the university level, you served on the Faculty Senate, and also on the Academic Policies and Academic Calendar Review Committees. At the college level, you were part of the CISE IT Committee. At the department and program level, you were on the IKM/TNS technician search, ISAT Capstone Load Distribution Task Force, Teaching Evaluation Task Force, and the Foundations Review Team. (The bulk of the work of the latter two fall into the 2017-18 year more than the 2016-17 year, and

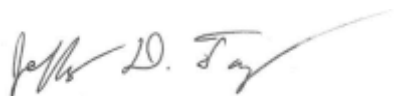
thus will be included mostly in next year's evaluation.) You also chaired the Assessment Committee for BSISAT. The Assessment Committee was not as active as I had hoped, but your participation on the other departmental committees was significant. Finally, you served as the sponsor for the Japanese Language and Culture Club. Overall, I assess your Service to have been Satisfactory-Plus.

Professional Conduct and Summary

In addition to the three areas mentioned above, our academic unit emphasizes the importance of personal leadership, professional commitment, and professional collegiality. Your roles in the department as a catalyst for change and an advocate for the student perspective are valuable ones. You are consistently collegial and advocate for an inclusive and tolerant culture in the department, which I appreciate. My primary concern relates to follow-through with assignments and taking initiative when put in a position to lead an effort. With that said, the department is a better place because you are part of it.

The JMU Faculty Handbook requires the each faculty member be evaluated each year as "satisfactory or unsatisfactory." Overall, I have assessed your performance for the year to be Satisfactory. You are a valued member of the ISAT department.

Submitted by

A handwritten signature in black ink, appearing to read "Jeffrey D. Tang", with a stylized flourish at the end.

Jeffrey Tang, Interim Academic Unit Head, ISAT Department

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