



LAGOS STATE UNIVERSITY

ANNUAL PERFORMANCE EVALUATION – ACADEMIC STAFF

PERIOD OF REPORT: FROM: 2016 TO: 2017

PART “A”

(To be completed by member of staff)

- 1. Name (Underline Surname):.....
- 2. Date of Birth:
- 3. Faculty:.....
- 4. Department:.....
- 5. Date and Grade on First Appointment:
- 6. Date and Grade of Last Promotion:
- 7. Date and Grade of Current Appointment:
- 8. Has your Appointment been confirmed?Date of confirmation.....
- 9. Present Salary: CONUASS STEP.....
- 10. Courses undertaken during the period of Report:

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11. Qualification:

(A) ACADEMIC

Institution	University Degree	Class of Degree	Date of Award of Degree

(B) Professional

Qualification	Awarding Body/Society	Date of Award

12. Experience:

(a) University Teaching Experience (please indicate Institution, your Designation, your area of specialization, subject taught and Dates).

Institution	Designation	Specialization	Date

(b) Professional Experience

Employer	Designation	Nature of Duty	Date

Research:

(a) Research in Progress

(Brief description of research project being Undertaken, if any)

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(b) Research completed

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Topic **Date:**
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(c) Recognized Publications:

(Give details of books and Articles stating exact references, copies of articles and other publications should accompany this application).

Please list your publications under the following five Broad Headings. State dates of publications very clearly.

- (i) **Dissertation or Thesis;**
- (ii) **Books and Monographs;**
- (iii) **Articles that have already appeared in learned Journals**
- (iv) **Papers already accepted for publication**
- (v) **Patents**

(Please attach photocopies of letters of acceptance from the Editors).

(d) Orientation of Research

(Indicating significant contribution to knowledge)

(Please provide information on separate sheets)

(e) Conferences and Seminars attended with papers read within the last three (3) years.

- Please use a single asterisk for publications which have appeared/been accepted since last evaluation exercise or appointment.

(f) Unpublished papers read at Conferences (with names of Conference and dates)

Title	Where Read	Date

14. Scholarships, Fellowships and Prizes (in respect of undergraduate and Post-Graduate work only)

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15. Honours, Distinctions & Membership of Learned Societies

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16. Other Activities within the University (e.g. University Sports etc)

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17. Other activities outside normal University work

(List other extra-curriculum activities that you consider necessary and important to you and the University)

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(To be completed by the Head of Department or Dean as appropriate)

Assessment:

Assessment by the Head of Department (or Dean of Faculty)

(a) Quality of Teaching:

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(b) Quality of Research:

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(c) Quality of Publication:

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(To be completed by the Head of Department and the Faculty Promotion Committee)

19. Detailed Scoring (only in respect of candidates being)

RECOMMENDED FOR PROMOTION)

<u>Criteria</u>	<u>Weighting</u>	<u>Scores</u>
	<u>Maximum Points</u>	<u>Dept. Faculty</u>
(i) Academic Qualifications	10	
(ii) Teaching:		
(a) Length	- 10	
(b) Load	- 5	
(c) Quality	- 5	
(iii) Postgraduate Supervision	- 5	
(iv) Current Research	- 5	
(v) Recognized Publication	- 40	
(vi) Contribution to University or Country	- 5	
Total	85	

Percentage:

Remarks:

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Head of Department's Recommendation:

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Signature of Head of Department

I certify that I have read the contents of this report and that my Head of Department (or Dean of Faculty) has discussed them with me.

(Please submit an attachment if space provided is not enough)

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Signature *Date*

20. Recommendation of the Faculty Promotion Committee:

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Signature of Dean Faculty *Date*