

JMU Libraries
Faculty Anticipated Activity Plan (FAAP)
for Librarians

Name	Erika Peterson
Job Title	Director of Media Resources
Division	Libraries & Educational Technologies/JMU Libraries
Performance Period	FY 15-16
Department	Media Resources
Draft Submission Date	
Final Submission Date	

All librarian faculty will complete a draft version of their goals and discuss them with their supervisor. Your self-evaluation and first draft of the FAAP make up the content of your annual performance evaluation. Your previous year's FAR (self-FAR) and a draft of your upcoming year FAAP are due (in electronic form) to your supervisor by August 31. Signed final versions of the upcoming year FAAP and preceding year FAR are due in the L&ET Human Resources office by October 15. Faculty goals should reflect the mission of the University, L&ET, JMU Libraries and the library profession. Also FAAPs should be informed by the L&ET Strategic Plan and library department goals. Librarians FAAPs should list your upcoming goals in the following three areas: job performance, scholarly achievement and professional qualifications, and service.

In accordance with JMU Libraries Promotion and Tenure Guidelines, Section 2.5.1; by August 31, each faculty member shall submit a Faculty Anticipated Activity Plan (FAAP), a description of anticipated activities for the coming year to the AUH. The relative weights of the three performance areas of job performance, scholarly achievement and professional qualifications, and professional service for an individual faculty member shall be determined and the AUH prior to the start of the academic year. The agreement will be shared with the PAC at the third year review and at the time of tenure review. If no individual weights are negotiated standard weights will be:

- 60% Job Performance
- 20% Scholarly Achievement and Professional Qualifications
- 20% Professional Service

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Job Performance.

Consideration of job performance must include, but need not be limited to, the following; self-evaluation, evaluations by peers and/or AUHs. Job performance is understood as each faculty's members practice of librarianship which may include: collection development, reference services, course-related instruction, management, cataloging, web development, etc. as is appropriate for the individual faculty member. The components comprising each faculty member's job performance are delineated in his or her position description (JMU Libraries Promotion and Tenure Guidelines, Section 2.3.2.1).

Job Performance Goals:

Weight: 70%

1. Oversee the successful implementation of the NJVID system.
2. Create and implement a plan for evaluation and renewal of streaming licenses.
3. Participate in management of LET transition and reorganization as appropriate

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Scholarly Achievement and Professional Qualifications.

Evaluation criteria in this area may differ according to job responsibilities. Criteria should include, but need not be limited to, publication of scholarly work, presentations at professional conferences, achievement through performance in the arts, engaging in recognized research, obtaining research grants, continuing professional development through formal coursework, publication of educational material and consulting activities, (JMU Libraries and Promotion Tenure Guidelines, Section 2.3.2.2)

Scholarly Achievement & Professional Qualifications Goals:

Weight: 10%

1. Submit successful proposal for Educational Leave
2. Complete course in Budget Administration for Higher Education or suitable alternative.
3. Submit successful proposal to International Popular Culture Association Conference.

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Professional Service.

Evaluation of activity in this area shall include committee service and leadership at James Madison University or in professional or educational organizations, or service otherwise enhancing the profession; the Libraries, college, or university. (JMU Libraries and Promotion Tenure Guidelines, Section 2.3.2.3).

Professional Service Goals:


Weight: 20%

1. Serve as AH Cluster coordinator and member of CDC
2. Serve as Public Services representative on Intranet Governance Committee
3. Serve as Chair of Business Librarian search committee
4. Serve as member of TLT conference planning committee

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Signatures

The signatures below acknowledge that this FAAP has been approved.




Faculty Member

Dir. of Media Resources

Title

10/15/15

Date



Supervisor

Dean

Title

10-15-15

Date

Associate Dean (AUH)

Date

**Completed, signed copies are due in the Libraries' Human Resource Office by
October 15.**