ACS Assessment Tool

for Chemistry in Two-Year College Programs

Section III. Faculty and staff

Scope of assessment tool section

The following is Section III of the *ACS Assessment Tool for Chemistry in Two-Year College Programs*. The form will guide you through a self-assessment of the following topics:

* Faculty demographics
* Faculty workloads and professional development
* Support staff and safety

Other sections of the tool address other aspects of chemistry-based education. For a more in-depth evaluation of chemistry or chemistry-based technology education at your institution, use the complete *ACS Assessment Tool for Chemistry in Two-Year College Programs*.

***If you intend to submit your work to ACS for feedback***, you must use the complete assessment tool. However, you may include your work on individual sections. Contact the ACS Undergraduate Programs Office ([2YColleges@acs.org](mailto:2YColleges@acs.org), 1-800-227-5558, ext. 6108) for more information.

The assessment tool is a resource developed by ACS to facilitate the assessment of chemistry education with respect to the *ACS Guidelines for Chemistry in Two-Year College Programs*. The assessment tool is designed to allow chemistry faculty and administrations to assess the achievements and areas for improvement of the chemistry-based programs and courses at their institution. Developed by two-year college chemistry faculty, it is managed by the ACS Undergraduate Programs Office with input from the Undergraduate Programs Advisory Board and the Assessment Review Panel.

For tips on completing the form and more information on the assessment tool, visit [www.acs.org/2YGuidelines](http://www.acs.org/2YGuidelines) or contact the ACS Undergraduate Programs Office ([2YColleges@acs.org](mailto:2YColleges@acs.org), 1-800-227-5558, ext. 6108).

III. Faculty and Staff

See Section 3 of the ACS Guidelines for Chemistry in Two-Year College Programs, p. 4-6.

A. Faculty Demographics

1. **Enter the total number of chemistry faculty currently employed in each category.**

|  |  |
| --- | --- |
|  | Total Faculty |
| Permanent Full-time Faculty: | Click here to enter text. |
| Temporary Full-time Faculty: | Click here to enter text. (in an average term) |
| Permanent Part-time Faculty: | Click here to enter text. |
| Temporary Part-time Faculty: | Click here to enter text. (in an average term) |

1. **Enter the total number of chemistry faculty currently employed that can be described by each category.**

|  |  |  |
| --- | --- | --- |
|  | Total Full-Time Faculty | Total Part-Time Faculty |
| Male: | Click here to enter text. | Click here to enter text. |
| Female: | Click here to enter text. | Click here to enter text. |

|  |  |  |
| --- | --- | --- |
|  | Total Full-Time Faculty | Total Part-Time Faculty |
| African-American: | Click here to enter text. | Click here to enter text. |
| Asian-American: | Click here to enter text. | Click here to enter text. |
| Caucasian: | Click here to enter text. | Click here to enter text. |
| Latino: | Click here to enter text. | Click here to enter text. |
| Other (specify): Click here to enter text. | Click here to enter text. | Click here to enter text. |

|  |  |  |
| --- | --- | --- |
| Highest chemistry-based degree earned is | Total Full-Time Faculty | Total Part-Time Faculty |
| Doctorate: | Click here to enter text. | Click here to enter text. |
| Master’s: | Click here to enter text. | Click here to enter text. |
| Bachelor’s: | Click here to enter text. | Click here to enter text. |
| Other (specify): Click here to enter text. | Click here to enter text. | Click here to enter text. |

Provide any additional comments on the chemistry faculty demographics.

Click here to enter text.

B. Faculty workloads and professional development

1. **Enter the number of faculty members that attended externally-sponsored scientific meetings in the past 12 months.**

|  |  |  |
| --- | --- | --- |
| Number of meetings attended | Total Full-Time Faculty | Total Part-Time Faculty |
| One meeting | Click here to enter text. | Click here to enter text. |
| Two meetings | Click here to enter text. | Click here to enter text. |
| Three or more meetings | Click here to enter text. | Click here to enter text. |

1. **Enter the number of faculty members that are members of the following professional organizations:**

|  |  |  |
| --- | --- | --- |
|  | Total Full-Time Faculty | Total Part-Time Faculty |
| American Chemical Society (ACS) | Click here to enter text. | Click here to enter text. |
| ACS Technical Division (such as Chemical Education, Organic Chemistry, Inorganic Chemistry, etc.) | Click here to enter text. | Click here to enter text. |
| ACS Two-Year College Chemistry Consortium (2YC3) | Click here to enter text. | Click here to enter text. |
| Labor union | Click here to enter text. | Click here to enter text. |
| Other professional organization (specify): Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Other professional organization (specify): Click here to enter text. | Click here to enter text. | Click here to enter text. |
| No professional affiliations | Click here to enter text. | Click here to enter text. |

1. **Enter the average teaching loads for full- and part-time chemistry faculty:**

|  |  |  |
| --- | --- | --- |
|  | Full-Time Faculty Average | Part-Time Faculty Average |
| Average lecture contact hours per week | Click here to enter text. | Click here to enter text. |
| Average laboratory contact hours per week | Click here to enter text. | Click here to enter text. |
| Average student contact hours per week\* | Click here to enter text. | Click here to enter text. |

**\*Note:** Student contact hours = (# individual students taught) x (# hours each student spends in lab + lecture)

For example, if you teach two 4-hour lecture sessions with 32 students each, then split each section into a three-hour lab of 16 students each, your student contact hours are:

(32 + 32) x (4 + 3) = 448

1. **Indicate the average ratio of teaching credit given for lab hours compared to lecture hours:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Click here to enter text. | lab contact hour(s) | is/are considered equivalent to | Click here to enter text. | lecture contact hour(s) |

1. **Indicate the amount of load credit (i.e., equivalence to one lecture contact hour credit) given for each of the following:**

|  |  |  |  |
| --- | --- | --- | --- |
| Supervision of student research | No load credit given | Some load credit given | Click here to enter text. hours of load credit given |
| Curriculum development | No load credit given | Some load credit given | Click here to enter text. hours of load credit given |
| Administrative duties | No load credit given | Some load credit given | Click here to enter text. hours of load credit given |
| Other (specify): Click here to enter text. | No load credit given | Some load credit given | Click here to enter text. hours of load credit given |

1. **Indicate which of the following the institution provides support for or opportunities to participate in.**

Sabbaticals

Professional meetings

Individual professional affiliation

Mentoring new faculty

Performance review for faculty

Institutional professional affiliations

Other professional development opportunity (specify): Click here to enter text.

Provide any additional comments on the chemistry workloads and professional development.

Click here to enter text.

C. Support staff and safety

1. **Indicate the number of staff hours available per week to support the chemistry program and/or courses.**

|  |  |
| --- | --- |
| Laboratory technician | Click here to enter text. |
| Secretary, clerk, office manager | Click here to enter text. |
| Student Worker(s) | Click here to enter text. |
| Other (specify): Click here to enter text. | Click here to enter text. |

1. **Indicate who is responsible for safety compliance and the number of hours per week allotted for chemistry safety responsibilities.**

|  |  |  |
| --- | --- | --- |
|  | Dedicated responsibility for safety compliance | Hours per week allotted for chemistry safety responsibilities |
| Faculty |  | Choose an item. |
| Staff |  | Choose an item. |
| Other (specify): Click here to enter text.) |  | Choose an item. |
| There is no position dedicated to safety compliance |  | Choose an item. |

1. **How are chemical waste disposal and management funded? (Check all that apply)**

Departmental funding

Institutional funding

District funding

State funding

Other (specify): Click here to enter text.)

1. **What is the full-time/part-time faculty breakdown of chemistry sections instructed, including distance learning and dual enrollment sections?**

<25% full-time

26% - 50% full-time

51% - 75% full-time

>75% full-time

Provide any additional comments on the staffing, responsibilities, benefits, or achievements.

Click here to enter text.

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