



**LAGOS STATE UNIVERSITY**

**ANNUAL PERFORMANCE EVALUATION – ACADEMIC STAFF**

**PERIOD OF REPORT: FROM: 2015 TO: 2016**

**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**

<b>Qualification</b>	<b>Awarding Body/Society</b>	<b>Date of Award</b>

**12. Experience:**

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

<b>Institution</b>	<b>Designation</b>	<b>Specialization</b>	<b>Date</b>

**(b) Professional Experience**

<b>Employer</b>	<b>Designation</b>	<b>Nature of Duty</b>	<b>Date</b>

**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**(f) Unpublished papers read at Conferences (with names of Conference and dates)**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	
<b>Total</b>	<b>85</b>	

Percentage:

Remarks:

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**Head of Department's Recommendation:**

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**Signature of Head of Department**

