

بسم الله الرحمن الرحيم



جامعة حضرموت
مركز التطوير الأكاديمي وضمان الجودة
ADCQA



Academic Development and Quality Assurance Center (ADCQA)

Professional Performance Evaluation Form (Associate Professor)

Basic Information:

Name	
Job Title / Academic Rank	
Faculty	
Department	

First: Tasks

No.	Task	Max Score	Task Description	Score Awarded
1	Teaching	10		
2	Course and Program Specification	6		
3	Exam Preparation and Evaluation	8		
4	Supervision of Practical Component	8		
5	Supervision and Evaluation of Research and Discussions	6		
6	Research Preparation and Scientific Publication Follow-up	6		
7	Participation in Scientific Committees	6		
Total Score		50	Total Awarded Score	

Second: Self-Initiated Activities

No.	Initiative Supporting Tasks	Max Score	Description / Score Awarded
1	Participation in Scientific Seminars, Conferences, and Workshops		

2			
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Third: Other Assignments

No.	Assignment	Max Score	Assigning Body / Description / Date
1			
2			

Fourth: Skills and Competencies

No.	Skill / Competency	Max Score	Description / Score Awarded
1	Presentation and Delivery Skills	10	
2	Group Management Skills	8	
3	Use of Educational Aids	8	
4	English Language Proficiency	8	
5	Ability to Use Electronic Research Tools	6	
6	Identifying Knowledge Gaps	8	
7	Use of Analytical Software	10	
8	Academic Writing	10	

Fifth: Procedures, Penalties, or Weaknesses

No.	Procedure / Weakness	Negative Score / Notes

Evaluator / Direct Supervisor Notes

Opinion on Performance Development Compared to Previous Year:

☐ Improved and better performance	☐ Clear improvement	☐ Good performance	☐ Acceptable performance	☐ No noticeable improvement
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Based on the above, I recommend the following:				

Evaluator Name and Signature:

Date: