

NMSU Community College System

Allocation of Effort Statement

For the period of Fall 2009 to Fall 2010

Community College Campus: Alamogordo

Faculty Member Name and Rank: James Gallagher, Professor of Communication, 1.0 FTE

Purpose (select one) ☒ Initial ☐ Revision ☐ Final

Indicate the agreed upon percentage value to be allocated based upon anticipated teaching load, committee assignments, and planned activities for the upcoming academic year. Selected work percentages must total 100%. A category may be negotiated at 0%. Usually, the teaching load for community college faculty members will be the equivalent of 15 credits a semester, or from 27 to 30 credits an academic year (not including optional summer teaching for nine-month faculty), and will equal 75 – 80% of allocated effort. Usually, 36 credits for twelve-month faculty will equal 75 – 80% of allocated effort.

Community College full annual teaching load ☒ (27-30) or ☐ (36) credit hours.

TEACHING AND RELATED ACTIVITIES

Percent of effort allocated to this activity = 75%

List the courses you anticipate teaching during the fall and spring semesters. At the conclusion of the evaluation period, update anticipated courses with those actually taught and add student enrollment figures (as of the census date).

FALL SEMESTER

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>
Comm	265G A02	Prncples of Human Comm	3	22
Comm	265G A03	Prncples of Human Comm	3	20
Comm	265G A20	Principles of Human Communication	3	25
Comm 291	A01	Film Appreciation	3	13

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>
College	101	College and Life Success (Overload)	3	20

SPRING SEMESTER

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>
Comm	253G A01	Public Speaking	3	
Comm	265G A01	Principles of Human Communication	3	
Comm	265G A20	Principles of Human Communication	3	
Comm 291	A01	Film Appreciation	3	

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>
College	101	College and Life Success (Overload)	3	

SUMMER SEMESTER (Required for 12-Month Faculty)

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>
Comm	265 G A40	Principles of Human Communication (summer contract)	3	

<u>DEPT</u>	<u>CRSE #</u>	<u>COURSE TITLE</u>	<u>CR.</u>	<u>ENRL</u>

Comm	285	Communication Theories (summer contract)	3						

Comment on any reassigned time. (Attach Reassigned Time Report, if applicable.)

Fall 2009 and Spring 2010: Reassigned time 3 credits each semester as Languages, Communication and Honors Area Coordinator---Duties include scheduling regular and part-time faculty (8-9 faculty) in three areas serving over 600 students; writing program reviews and annual updates; writing SLOs and President Reports for area; coordinating program assessments; planning needs assessments for areas; recruiting part-time faculty; mentoring and assisting other faculty in the areas.

I. GOALS FOR TEACHING AND RELATED ACTIVITIES

- 1) Create and implement core competencies assessment for my students in Communication 265G and 253G.
- 2) Assess learning of film terms for my students in Film Appreciation
- 3) Develop assesment instrument for College 101
- 4) I will continue to teach and develop special topics course Film Appreciation
- 5)

Comment on attainment of Goals for Teaching and Related Activities (at the end of the evaluation period).

II. GOALS FOR SCHOLARSHIP AND CREATIVE ACTIVITIES (includes professional development).

Percent of effort allocated to this activity = 10%

- 1) Attend and present at Branch Campus Roundup at NMSU-Carlsbad
- 2) Attend various Teaching Academy Events
- 3) Attend Workshop on Blackboard, NMSUA
- 4) Attend Border or Sun Conference in El Paso
- 5) Write a comprehensive Communication Textbook

Comment on attainment of Goals for Scholarship and Creative Activities (at the end of the evaluation period).

III. GOALS FOR EXTENSION AND OUTREACH

Percent of effort allocated to this activity = 0%

Comment on attainment of Goals for Extension and Outreach (at the end of the evaluation period).

IV. GOALS FOR SERVICE

Percent of effort allocated to this activity = 10%

- 1) Member of the Promotion and Tenure Committee at NMSUA
- 2) Member of the Community College Promotion and Tenure Task Force
- 3) Member of Core Competency Course Accreditation Committee for the state of New Mexico
- 4) Co-Chair of the All-USA Academic Team nominating committee
- 5) Member of the Curriculum Committee
- 6) Co-Chair of the Outstanding Graduate from the Division Committee
- 7) Member of Zandra Baca Scholarship Committee
- 8) Member of General Education Assessment Committee
- 9) Member of the Take Back the Night Committee
- 10) Member of the Literacy Council of Otero County

Comment on attainment of Goals for Service (at the end of the evaluation period).

V. GOALS FOR LEADERSHIP

Percent of effort allocated to this activity =

5%

- 1) Serve as Chair of the Promotion and Tenure committee
 - 2) Serve as Chair of the Literacy Council of Otero County
 - 3) Serve as Area Coordinator of the Communication, Languages, and Honors
 - 4) Serve as representative to the Community Colleges Promotion and Tenure Task Force

Comment on attainment of Goals for Leadership (at the end of the evaluation period).**PERCENT TOTAL (must equal 100%) 10000%%****Initial Review/Revision:**

_____ Faculty Member	_____ Date
_____ First-Level Supervisor (if applicable)	_____ Date
_____ Second-Level Supervisor (if applicable)	_____ Date
_____ VPAA (Required for negotiated reassigned time)	_____ Date

☐ Agree☐ Disagree**Final Review:**

_____ Faculty Member	_____ Date
_____ First-Level Supervisor (if applicable)	_____ Date
_____ Second-Level Supervisor (if applicable)	_____ Date
_____ VPAA (Required for negotiated reassigned time)	_____ Date

☐ Agree☐ Disagree

Unresolved disagreements will be handled in accordance with Community College Promotion and Tenure Policy Section 5.90.5.1.2.

Form revised 8/11/2009