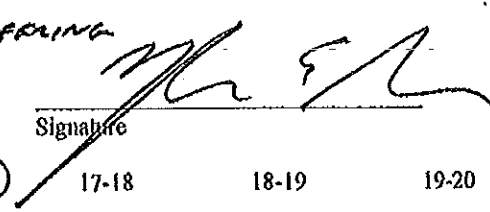


FORM 8

SIGNATURE SHEET FOR EVALUATIVE CRITERIA
APPROVED CRITERIA SHALL HAVE ALL REQUIRED SIGNATURES

Department/Office: BIOLOGICAL ENGINEERING

Department Chair/Head: MARK BYRNE 

Print

Signature

Academic Year (circle): 15-16 16-17 17-18 18-19 19-20

Date Sent to Dean/Supervisor: 7/25/16

Signature _____ Date _____ Approved _____

Dean/Chair/Head:

Y/P/N

President/designee:

Y = Approved	P = Approved pending modifications	N = Not approved
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For P or N decisions, the departmental committee should be provided with the reasons for non-approval, as well as

DIRECTIONS: Sign each line and print or stamp name below the line. This signature page must accompany the evaluation submitted in the approval process, and serves as a return mechanism for candidates for first year candidates in the approval process. After all levels have approved the evaluative standards, our cover date and the criteria shall be duplicated and a comment to the Senate office for archiving. The original criteria packet is returned to the

Department/Office:

SUGGESTED TIME/TABLE:

DATE

Departmental approval, sent to Dean/supervisor,

September 25 (earliest possible)

Dean provides feedback regarding criteria

October 9

Final administrative approval and forwarding to Senate

November 1

Department and Dean

Biomedical Engineering Program's Interpretation and Weighting of Recontracting and Tenure Criteria

2.4. Department Recontracting

2.4.1. Statement interpreting the criteria. Each year, by October 1, and every session of candidates seek departmental re-contracting and those faculty and staff will receive and forward to the department a statement interpreting the criteria to be utilized in evaluating candidates for recontracting.

2. TERMINAL DEGREE STATEMENT

The terminal degree for faculty at the assistant professor level or above in the Biomedical Engineering program is a Ph.D. in Biomedical Engineering, engineering equivalent or closely related discipline in the field of study. The terminal degree for Instructors is also a Ph.D. in Biomedical Engineering, engineering equivalent, or closely related engineering discipline, but an M.S. degree is acceptable for Instructors with exceptional experience.

CRITERIA AND EVALUATION OF CANDIDATES FOR RECONTRACTING

The Department of Biomedical Engineering believes that its success is strongly tied to sustained excellence of its faculty members in the primary teaching which is the primary responsibility of its members. The Department will use the record as the basis for assessing faculty in the areas of teaching, creative scholarship, and service as required for recontracting. The specific criteria used for recontracting and tenure are as follows:

1. Teaching effectiveness in the primary area of responsibility.
2. Scholarly activities and contributions, including external funding for scholarly activities.
3. Contributions to the Department, College and University.
4. Contributions to the engineering profession.

CRITERIA FOR TEACHING EFFECTIVENESS

Assessment of teaching effectiveness reveals a faculty member's ability and commitment to the

innovative engineering programs are essential. The characteristics of teaching effectiveness are

provided in Section 7.1 of the Biomedical University of Houston Handbook.

Evaluation of teaching effectiveness will emphasize student learning. Evaluation includes assessment of engineering core courses and clinics, laboratory and curriculum development, and effectiveness of teaching as measured by peer review, outcome assessment and student surveys.

Evidence of teaching quality includes developing a working knowledge of pedagogical graduate courses, and workshops.

Departments or colleges missions with a teaching focus to include teaching experience at all levels of coursework.

The scholarship of practice involves applying technical engineering skills to solve a real-world problem for a client or other sponsor. All forms of scholarly activities must be externally validated and extend beyond works performed as part of completion of the faculty member's dissertation research.

Faculty members are expected to develop a self-study program of scholarly activities that involves students in their work. Both national technical and educational scholarship is used to

occupations, technical reports, technical bulletins and external funding. Directly involving

examples of these include but are not limited to faculty/student outstanding paper oral presentation poster presentation, outstanding research awards given through professional societies or other relevant organizations and sponsors.

publication/dissemination is impractical, evaluative letters from project sponsors may be used to validate the scholarship of practice.

Because the engineering clinics represent an essential hallmark of the Rowan Biomedical Engineering Program, all faculty members are expected to participate in developing meaningful student projects, obtaining external funding to support these projects (at the assistant professor level and above), and disseminating the results. These projects may involve basic or applied research or be a more formal engineering design solution. They may also involve the faculty member to manage the scholarship of practice or to manage the activity with a mission to research projects. Funding for this activity may come in the form of government grants, in-kind support described previously.

CRITERIA FOR PROFESSIONAL SERVICE

All faculty members are expected to engage in and share the activities of professional practice and service in the promotion of Biomedical Engineering. The nature of this service is provided in Section 4.3 and 4.4 of the *Rowan University Promotion Document*. Due to the multi-faceted nature of service, it encompasses a wide range of activities. While examples are provided in the Promotion Document, many dimensions of service exist and are worthy of recognition if a professional or societal contribution is made. However, service to the Program and College is considered the most important. Supporting letters from peers should be provided.

INSTRUCTIONS

engineering as it pertains to the courses they teach. Professional development could include relevant activities of the following types.

- conferences and meetings, as well as serving on committees;
- Engaging in the scholarship of teaching;
- Successful completion of continuing education courses;
- Attendance at seminars and teaching workshops;
- Other activities approved by the Biomedical Engineering department.

Although typically considered scholarly activity, the following activities are also valued in maintaining currency in the field.

- Authoring peer-reviewed papers and books;