

FORM 8

Department/Office: Civil and Environmental Engineering

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

Date Sent to Dean/Supervisor: 12/29/16

Signature: *[Signature]* Date: _____ Approved: _____
Y/P/N

Add'l Admin: *[Signature]* Date: 4/26/17 Approved: *(Y)* Y/P/N

Provost/designee: _____ Date: _____ Approved: _____
Y/P/N

President/designee: _____ Date: _____ Approved: _____
Y/P/N

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 suggested changes to the criteria within a reasonable time to ensure timely approval for the next year's curriculum.

DIRECTIONS: Sign each line and print or stamp name below the line. This signature page must accompany the

the approval process. After all levels have approved the evaluative standards, this cover page and the criteria shall be

duplicated, and a copy sent to the Senate office for archiving. The original criteria packet is returned to the Department/Office.

SUGGESTED TIMETABLE:	DATE
Departmental approval, sent to Dean/Supervisor:	September 25 (earlier if possible)

Dean provides feedback regarding criteria October 9

Senior administrative approval and forwarding to Senate November 1

Department, and Dean

Tenure Criteria.

Approved Unanimously by the Civil and Environmental Engineering Faculty
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2.4 Department Responsibilities

2.4.1 Statement Interpreting the Criteria: Each year, by October 1, and before evaluation of

candidates each Department (including visiting faculty and staff) will review and formulate

its recommendations for the candidates and submit them to the Department Chair.

2. TERMINAL DEGREE STATEMENT

The terminal degree in the area of Civil and Environmental Engineering is a Ph.D. in Civil and Environmental Engineering or equivalent.

Engineering program is a Ph.D. in Civil and Environmental Engineering or equivalent.

Instructors can have an M.S. in Civil and Environmental Engineering or equivalent.

3 CRITERIA FOR EVALUATION OF CANDIDATES FOR RECONTRACTING

The Department of Civil and Environmental Engineering uses the following criteria for recontracting.

The specific criteria used for recontracting and tenure are as follows:

1. Classroom observations, scores on student evaluations, and candidate responses
2. Candidate self-appraisal of professional (teaching) performance.
3. Candidate statement of scholarly activities
4. Candidate statement of contributions to the Department, College and University
5. Candidate statement of contributions to the engineering profession
6. Candidate statement of goals regarding plans for future professional development

In this document the term "faculty" includes instructors, assistant professors, and associate

professors. Any differences between how different types of faculty are evaluated are clearly identified.

CRITERIA FOR TEACHING EFFECTIVENESS

innovative engineering programs are essential. The characteristics of teaching effectiveness are provided in Section 4.1 of the *Rowan University Promotion Document*.

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

Evidence of teaching quality includes developing a working knowledge of pedagogical techniques and incorporating appropriate technology into the spectrum of undergraduate courses, graduate courses, and workshops

CRITERIA FOR SCHOLARLY ACHIEVEMENT

to the knowledge base within that field. It is expected that such efforts will address the Department and College missions of providing students with a leading-edge educational experience at all levels of coursework.

Scholarship and research activity is recognized in three general categories: traditional technical engineering scholarship, research/scholarship in engineering education, and the scholarship of practice. 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 a completion of the faculty member's dissertation research.

Faculty members are expected to develop a self-supporting program of scholarly achievement that involves students directly. Some non-traditional technical and educational scholarship must be validated through a balance of peer-reviewed publications, conference proceedings, presentations, technical reports, technical bulletins and external funding. Directly involving students in these scholarly activities is strongly encouraged.

Receipt of awards for scholarly activity may also serve as external validation. Examples of these awards include but are not limited to: teaching awards, research awards, professional society awards, and industry awards. Presentations, technical reports, technical bulletins, and external funding are also examples of external validation. External validation may also include letters of appreciation from organizations and sponsors.

In the event that there are documented confidentiality agreements with a sponsor and external 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 Civil and Environmental Engineering Program, all faculty members are expected to participate in developing meaningful student projects, obtaining external funding to support those projects, and understanding the reasons these projects may involve unique or unique resources. Faculty may also enable the faculty member to pursue the scholarship of practice by working directly with a sponsor on technical projects. Funding for this activity may come in the form of government grants, industry support, or corporate sponsorship. External validation of scholarship should be done as described previously.

Instructors

Scholarship activity is expected to be a focus of development for instructors. Professional development is used by instructors to maintain awareness in Civil & Environmental Engineering. This includes relevant activities of the following types.

1. Active participation in professional organizations, including giving presentations at

2. Assisting faculty and students with scholarship;
3. Award of grants and contracts;
4. Authorship of published articles;
5. Award of patents;
6. Successful completion of college courses;
7. Successful completion of continuing education courses;
8. Attendance at seminars; and
9. Other activities approved by the CEE department.

CRITERIA FOR PROFESSIONAL SERVICE

All faculty members are expected to engage in and share the activities of professional practice provided in Section 4.3 and 4.4 of the *Rowan University Promotion Document*. Due to the 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 as necessary.