

FORM 8

SIGNATURE SHEET FOR EVALUATIVE CRITERIA

~~APPROVED CRITERIA SHALL HAVE ALL REQUIRED SIGNATURES~~

Department/Office: LLSC

Department Chair: Beth Wassell

Print

Beth Wassell

Signature



Date Sent to Dean/Supervisor: \_\_\_\_\_

Signature

AA

Date

Approved

Y/P/N

Dean/Supervisor: \_\_\_\_\_

Y/P/N

Add'l Admin: \_\_\_\_\_

[Signature]

Y/P/N

Provost/designee: \_\_\_\_\_

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 suggested changes to the criteria within a reasonable time to ensure timely approval for first year candidates.

DIRECTIONS: Sign each line and print or stamp name below the line. This signature page must accompany the approval process. After all levels have approved the evaluative standards, this 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

Dean provides feedback regarding criteria

October 9

Final administrative approval and forwarding to Senate Department, and Dean

## Criteria of the Tenure & Recontracting for the Position of Assistant Professor

Department of I

### 1. *Evaluation of Teaching*

The Department assesses the performance of individual instructors based on peer classroom observations and other sources, such as materials presented by the individual and student evaluations. The

course evaluations. The Department recognizes that field-based supervision is an aspect of teaching.

Evaluation of teaching includes:

1. Good organization of subject matter and course material as evidenced by
  - Learning objective/s clearly stated to students
  - Logical sequence of presentation
  - Preparation, including materials and technology
  - Use of a variety of resources to support instruction
  - Classroom activities and assessments that align with stated learning objective

2. Effective communication as evidenced by
  - Questioning techniques that elicit student responses
  - Modification of instruction in response to student needs

3. Knowledge and enthusiasm for subject matter and teaching as evidenced by
  - Student engagement in instruction

4. Positive attitudes toward students as evidenced by
  - Engaging in supportive interactions toward all students
  - Responds to student problems quickly and in a manner that provides students with a better understanding of professional behavior
  - Professional behavior in interactions with students

5. Fairness in examinations and grading as evidenced by
  - Clearly stated learning objectives for class
  - Clearly stated criteria for grading
  - Responsiveness to student questions about examination content and grading

6. Flexibility in approaches to teaching as evidenced by

- Use of a variety of instructional methods
- Use of a variety of group sizes

7. Appropriate student learning outcomes as evidenced by:

- Student knowledge of lesson/course outcomes

ii. *Scholarly Achievement*

The Department assesses scholarly achievement of Tenure Track faculty based on a consistent record of productivity over 6 years focusing on:

- Professional publications in peer-reviewed, national level professional

- Authorship: First author
- Ranking of journal: Based on impact rating or acceptance rate

on the following criteria:

- Peer review: Peer review process utilized.
- Scope of conference: International/National/State/Local
- Books or book chapters in the faculty member's field produced by publishers that utilize a peer-review system
- Grant submission as Principal Investigator or Co-Principal Investigator for external funding (i.e. outside the university) and/or awards of internal funding through a peer-review process. Quality of funding will be rated on the following criteria:
  - Source of funding: External (National/State/Local)/Internal
  - Role of candidate: Principal Investigator/Investigator/Consultant

III. *Contributions to Department and College*

The Department assesses contributions to department and college based on materials submitted by the candidate to document involvement in:

- Department
  - Participating on one or more department committees
  - Chairing one or more department committees
  - Serving on a search committee
  - Serving as a mentor to adjunct faculty
  - Participating in program development
  - Serving on hiring committees
  - Advising a student organization

- College

- Participating on one or more college committees
- Chairing one or more college committees
- Serving on College of Education hiring committees
- Serving on the Teacher Education Council

- Advising a student organization

- Participation in professional development school activities
- Serving on College of Education sponsored activities

- University

- Participating on one or more university committees
- Chairing one or more university committees
- Advising a student organization

#### IV

#### EDUCATION

#### Commitment of Professional Responsibilities

candidate relating to:

- consultancies, paid and volunteer
- service to community organizations
- professional speaking engagements relevant to the field
- public and/or school involvement
- membership and active involvement in organizations relevant to the profession (e.g. reviewer of a professional journal sponsored by the organization, chair a subcommittee, leading a topic/theme group at a conference)
- leadership on state, national, or international level