

Department/Office: **Chemical Engineering**

Ver.

Department Chair: Mariana J. Saveigis

Date Sent to Dean/Supervisor: 00/1/2018

Signature	Date	Approved
	<u>9/25/18</u>	<input checked="" type="checkbox"/> Y/P/N

Add'l Admin:		Y/P/N
	<u>3/17/19</u>	<input checked="" type="checkbox"/> Y/P/N

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved pending modifications	<input type="checkbox"/> Not approved
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Dean/Chair decision: the departmental committee should be credited with the process for any suggested changes to the criteria within a reasonable time to ensure timely approval for first year candidates.

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
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Dean provides feedback regarding criteria	October 9
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Department and Dean

Criteria for Non-Tenured Teaching Faculty

of teaching. Duties and responsibilities should not include scholarship or research activities.

2.4 Department Responsibilities

2.4.1 Department Information and Website Evaluation Criteria Before the evaluation of

to be utilized in evaluating candidates for recruitment

The Department of Chemical Engineering uses six criteria as the basis for assessing non-Tenured Teaching Faculty in the areas of teaching, service, and professional development as required in recruitment. The specific criteria used for recruitment are as follows.

1. Classroom Observations, copies of student evaluations, and candidate references
2. Candidate statement of contributions to the Department, College and University
3. Candidate statement of contributions to the Department, College and University
4. Candidate statement of contributions to the Department, College and University
5. Candidate statement of professional development activities
6. Candidate statement of goals regarding plans for future professional development

The Department does not use numerical metrics or a scoring system when assessing faculty for

CRITERIA FOR PROFESSIONAL SERVICE

The candidate is expected to demonstrate teaching effectiveness through the use of evidence

Memorandum of Agreement (R&T MOA), June 2017.

Evaluation of teaching effectiveness will emphasize student learning outcomes. Evaluation

effectiveness of teaching as measured by peer review, outcomes assessment, student surveys, and other valid methods of assessing teaching effectiveness. Evidence of teaching quality is to be provided from undergraduate and graduate courses.

CRITERIA FOR PROFESSIONAL SERVICE

All faculty members are expected to engage in, and show the activities of professional practice provided in Appendix A sections 1.3 and 1.4 of the 2017-19 Recontracting and Tenure

activities that benefit the College, the University, and the engineering profession. Lecturers shall

lecturers may participate in general University affairs or on curriculum or assessment

The Board of Agreement for Non-Tenured Teaching Faculty (August 2010) states that "The we expect to remain relevant to remain current in their fields of teaching and expertise" therefore, lecturer's performance in professional development will be evaluated at the time of recontracting.

Professional development is used by lecturers to maintain currency in Chemical Engineering and

relevant activities of the R&T MOA.

Successful completion of continuing education courses to enhance the primary function

2. Attendance of teaching seminars/workshops, and engineering software training as needed