

FORM 8

SIGNATURE SHEET FOR EVALUATIVE CRITERIA

Department Chair: Kameswar Jha  
Print

[Signature]  
Signature

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

Signature

Date

Approved

Dean/Supervisor:

Y/P/N

Add'l Admin:

Provost/designee:

Y/P/N

President/designee:

Y/P/N

V = Approved

P = Approved pending modifications

N = Not approved

For P or N decisions, the departmental committee should be provided with the reasons for non-approval, as well as

DIRECTIONS:

Department/Office:

Dean provides feedback regarding criteria

October 9

Department, and Dean

**Mechanical Engineering Program's Interpretation and Weighting in Recontracting of Department**

Approved Unanimously by the Mechanical Engineering Faculty September 24, 2018

**2.4. Department Responsibilities (from MOU)**

**2.41. Statement Interpreting and Weighting Evaluation Criteria:** Each year, by October 1, and before the evaluation by candidates, the department (through its representative line staff, faculty and staff) will prepare and formally ratify a statement interpreting the criteria to be utilized in evaluating candidates in recontracting.

**2.44. Role of Chairperson:** The Head of the Mechanical Engineering Department may serve

The Mechanical Engineering (ME) program within the College of Engineering is committed to maintaining and furthering the development of its faculty members. We believe it is important that

**University MOA**

Consistent with the Denver University Memorandum of Agreement, recontracting and tenure are based on teaching effectiveness, scholarly activity (professional development for instructors) and

the areas of teaching, scholarship and service as required for recontracting. The specific criteria used for recontracting and tenure are as follows:

1. Class year observations drawn from student evaluations and candidate responses
2. Quantitative and qualitative professional (teaching) performance
3. Candidate statement of scholarly activities.
5. Candidate statement of contributions to the engineering profession.
6. Candidate statement of goals regarding plans for future professional development.

**TEACHING EFFECTIVENESS**

Assessment of teaching effectiveness reveals a faculty member's ability and commitment to the enterprise of teaching. Activities consistent with continuous development and improvement of innovative engineering programs are essential. The characteristics of teaching effectiveness are provided in Appendix A, Section 1 of the 2018-19 Recontracting and Tenure Memorandum of

Evaluation of teaching effectiveness will emphasize student learning. Evaluation includes observation of instruction, student surveys, and direct laboratory and curriculum development and other valid methods for assessing teaching effectiveness. Evidence of teaching quality includes developing a working knowledge of pedagogical techniques and incorporating appropriate

#### CRITERIA FOR SCHOLARSHIP AT HIGHWAY

Each faculty member is expected to maintain currency within his/her chosen field and contribute

Department and College missions of providing students with a leading edge educational

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 a sponsor. All forms of scholarly activities must be externally

Faculty members at the assistant professor level or above are expected to develop a self-enriching program of scholarly achievement that involves graduate and undergraduate students

awards 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.

In the event that there are documented confidentiality agreements with a sponsor and external validation of the scholarship of practice is required, a letter from project sponsors may be used to

Because the engineering clinics represent an essential hallmark of the Rowan Mechanical 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. They 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, in-kind support, or corporate sponsorship. The external validation of this type of scholarship should be done as described previously.

