

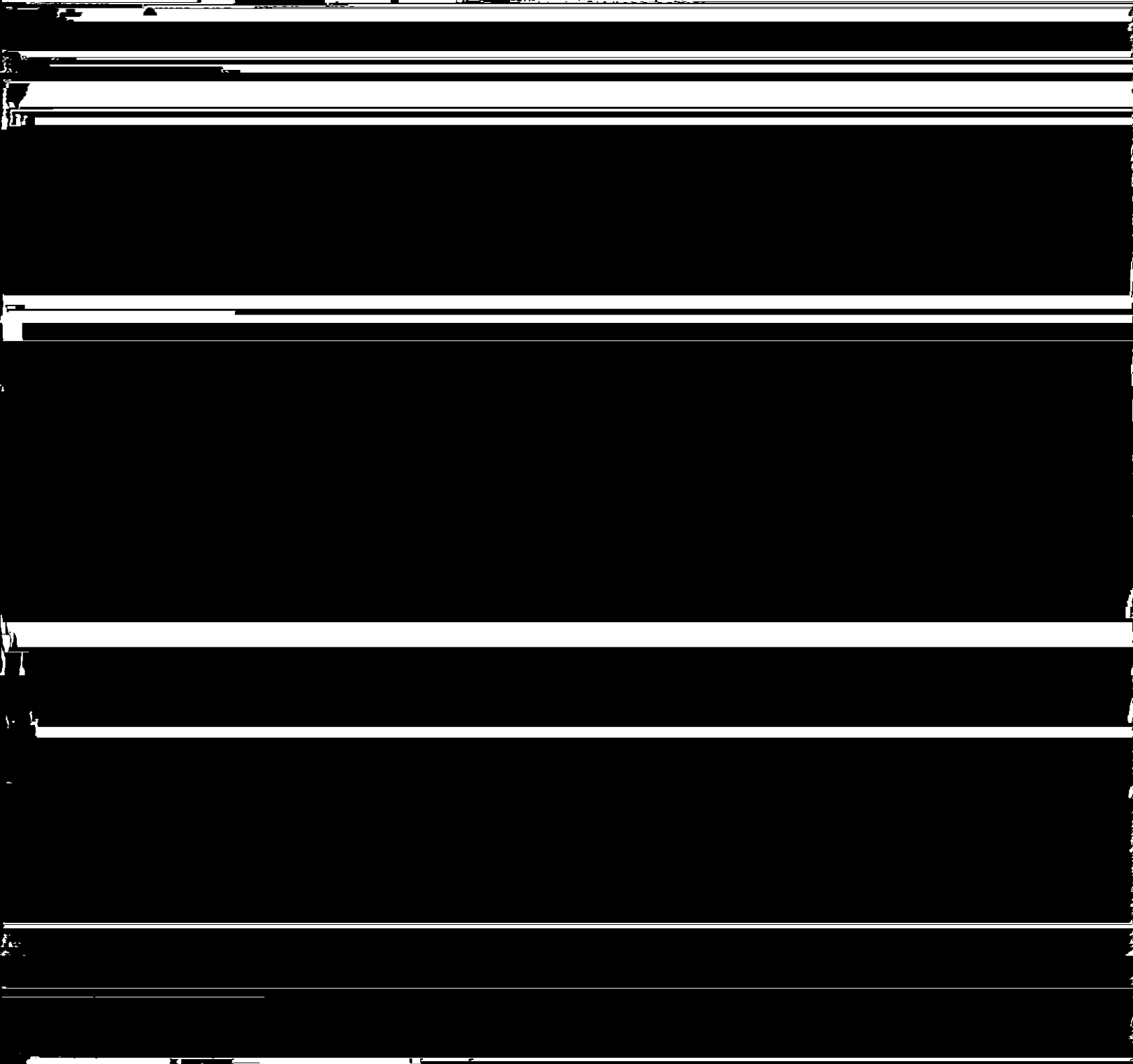
**General Principles for Tenure, Recontracting & Promotion
Radio, Television, & Film Department**

Ratified: October 21, 2019

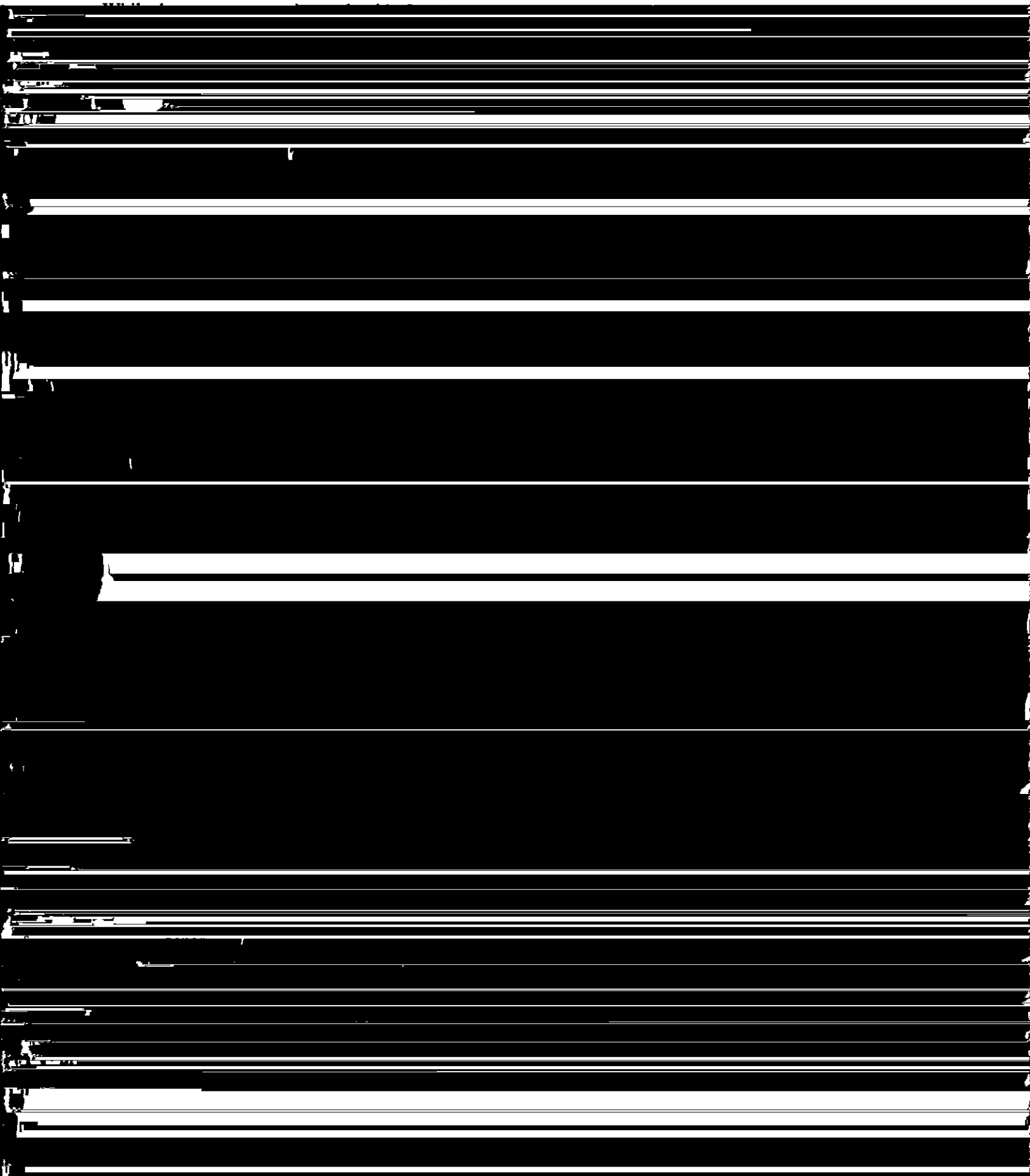
This document is intended to be used as a guide for the Department of Radio, Television, & Film.

**General Principles for Tenure, Recontracting, and Promotion
College of Communication and Creative Arts**

As specified by the memoranda of agreement between Rowan University and the AFT, each program in the College of Communication and Creative Arts has established a set of standards for the analysis of



communication work for Girl Scouts of America may well be, if that is related the candidate's teaching, scholarship, or creative activity.



public approval (i.e. sales, readership, critical reviews, awards), which indicate cultural approval and impact on cultural understandings of the arts. Creative work includes:

SERVICE BASIC DEFINITIONS

Contribution to the University Community

Contribution to the university community represents the tasks that are necessary to the function of the university, beyond teaching and scholarly/creative work. Such service occurs at the departmental, college, and university level. Contribution to the university includes:

- Serving on departmental, college, and university committees, task forces, etc.
- Participation in events such as open houses, career fairs, and major workshops.
- Departmental leadership, including course direction and coordination, and chairing.
- Presenting scholarly and creative work to colleagues at departmental/college/university events.
- Advising student groups.
- Membership in the University Senate.
- Curricular development and review outside of home department/discipline.
- Assistance with campus-wide activities, such as homecoming and commencement.
- Mentoring of other faculty/staff.
- Recruitment and outreach efforts.
- Other activities serving the needs of the university community.

Radio, Television, & Film Department
Definition of Terminal Degree

The Radio, Television, & Film Department, in consultation with the Dean of the College
of Communication & Creative Arts, announces that the permanent terminal degree for Television

**Radio, Television, & Film Department
Role of Department Chairperson**

The members of the Radio, Television, & Film Department have unanimously decided for the Department Chair to play a pivotal role in the Toru and Recontracting process. As

Radio, Television, & Film Department Process for Gathering and Analyzing Student Responses

The Radio, Television, & Film Department has determined that the candidate may opt to use the SIR forms, the Banner evaluation process, or the 13-item questionnaire adapted by W. J. McKeachie.

The Process

The paper student evaluations are administered by a faculty member of the Radio, Television, & Film Department. The questionnaires are numbered in sequence and distributed by the administrator after the instructor has left the room.

After the students complete the form, each student returns the form to the administrator and signs a signature sheet indicating that he/she took part in the procedure. The administrator seals the signature sheet and provides information on the outside to identify the group of respondents – name of instructor, course title, course number, date, day, time, and room. The envelope is then sent to the President's office for filing. The instructor does not have access to this sheet.

In the case of using online evaluations, instructors must initiate the process through the Banner system anytime during the final 5 weeks of the semester.

1. Go to <http://www.rowan.edu/selfservice>
2. Click "Access Banner Services - _Secure Area - _login Required."
3. Enter User ID and PIN.
4. Click "Faculty & Advisors"

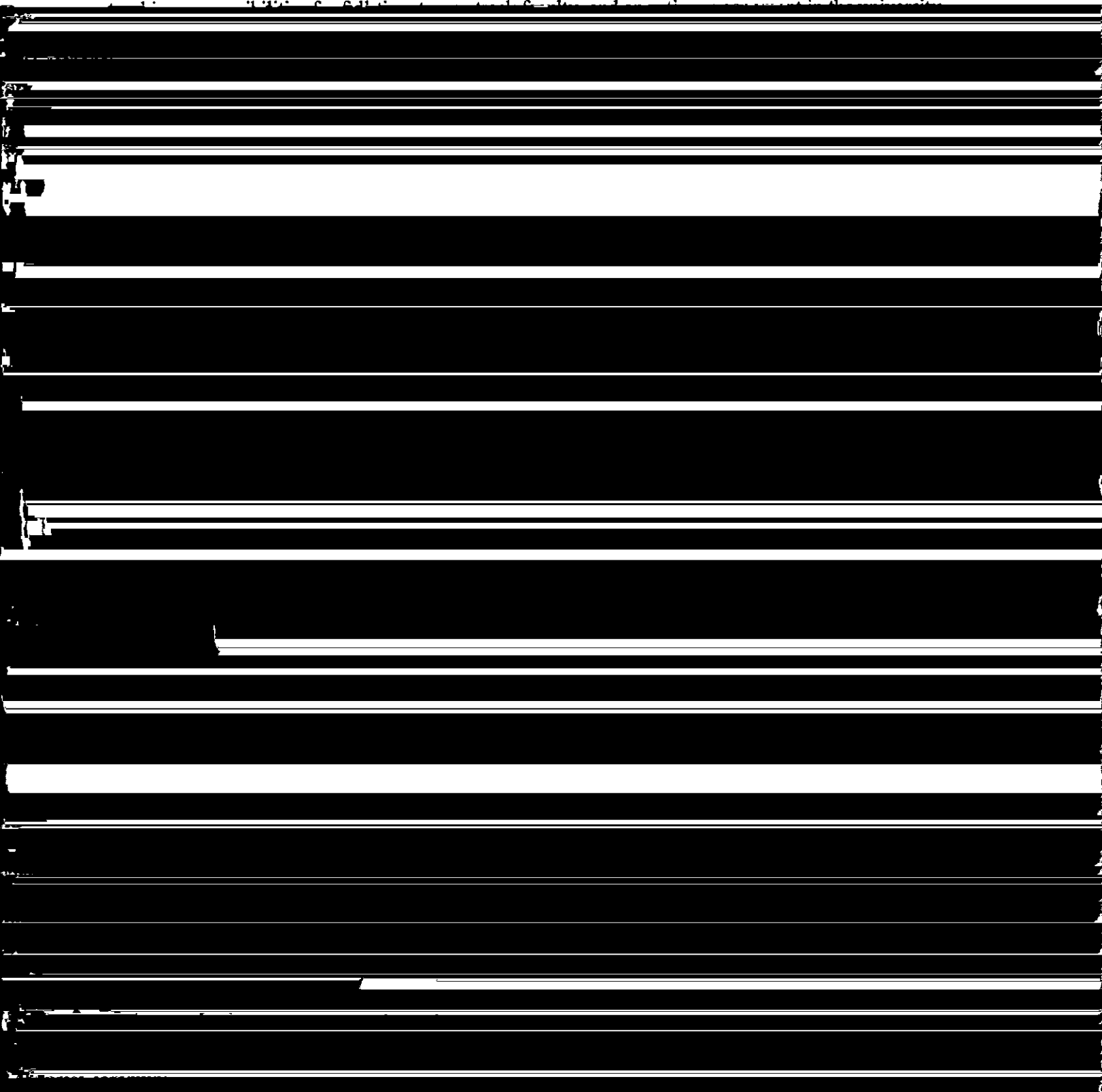
**Radio, Television, & Film Department
Statement on the Rationale, and Process Of Peer Observation**

The department recognizes classroom peer observation as one of the most important measures for analyzing a candidates teaching performance. Firsthand observation by a tenured member of the department of a candidate working with a class of students provides the most reliable method of assessing

**Radio, Television, & Film Department
Criteria for Recontracting, Tenure, and Promotion 2019-2020**

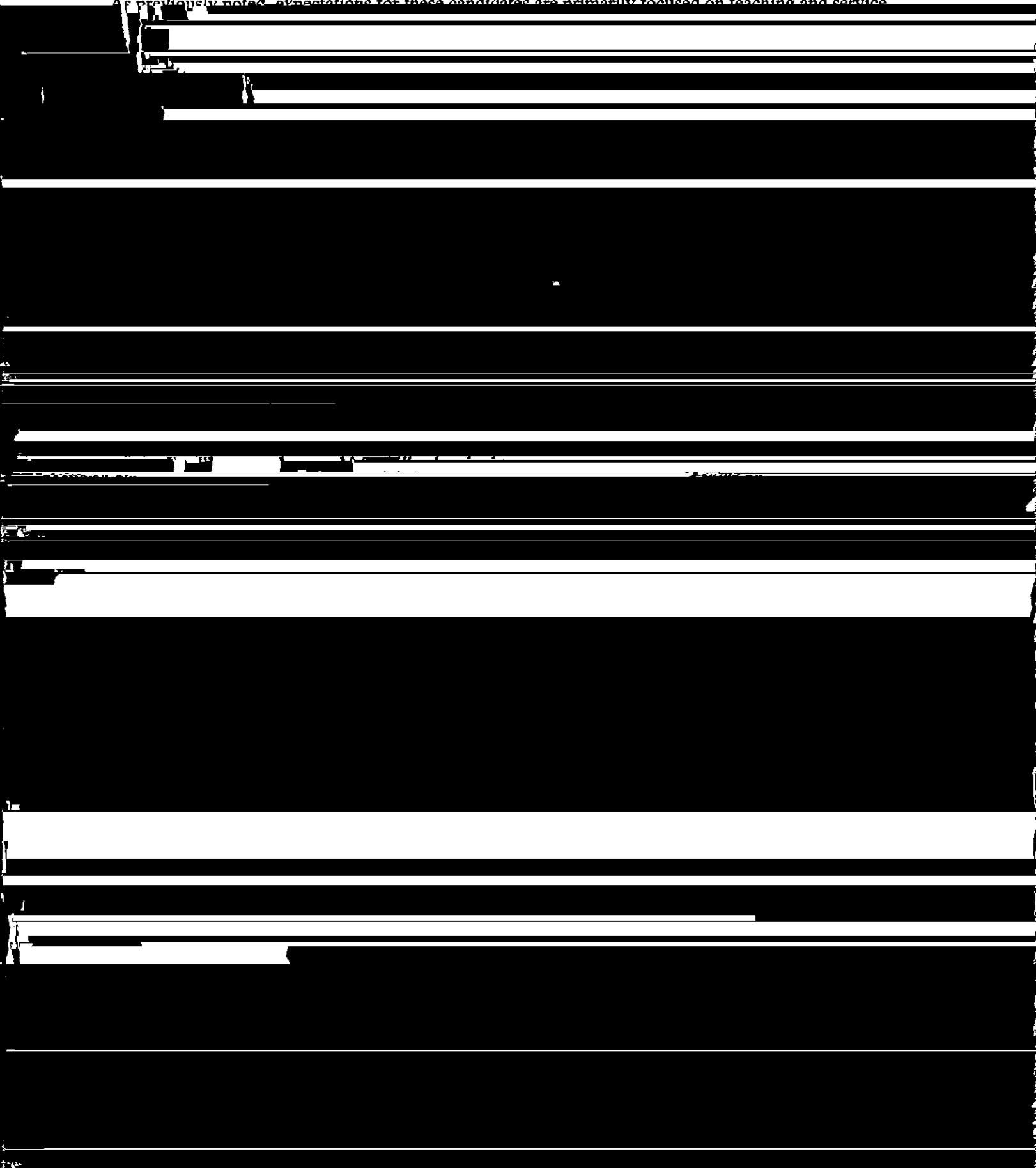
Preamble:

The Radio, Television, & Film Department is committed to fostering in its faculty a commitment to excellence in undergraduate education and mentoring; an active creative and/or scholarly research agenda that results in activities that advance faculty members' knowledge of their field in relation to their



For Lecturers and Three-quarter Time Faculty:

As previously noted, expectations for these candidates are primarily focused on teaching and service



Fifth and Sixth Year Recontracting

- Faculty should be able to demonstrate continuing excellence as teachers and mentors. The teaching portfolio will document growth and achievements in teaching; however, it is understood that candidates who received outstanding student or peer evaluations throughout their service as an Assistant Professor will not necessarily be able to demonstrate improvement in these evaluations.
- Faculty must clearly demonstrate evidence of sustained scholarly and/or creative accomplishment, including having exhibited, distributed a body of creative works and/or published several significant pieces of scholarship or creative work in suitable venues. In addition, faculty should

3. Supervising students in laboratories, fieldwork, internship and clinical experiences, and independent study.

Measurement of academic instruction will include a candidate's statement of their teaching philosophy and goals related to teaching effectiveness; peer observations and candidate's response to observations; student evaluations and candidate's response to students' evaluations.

this would include a current statement of goals, participation in development activities at Rowan or through professional organizations, and attendance and participation in professional organization conferences and or publications on pedagogical issues.

Student mentoring activities include, but are not limited to:

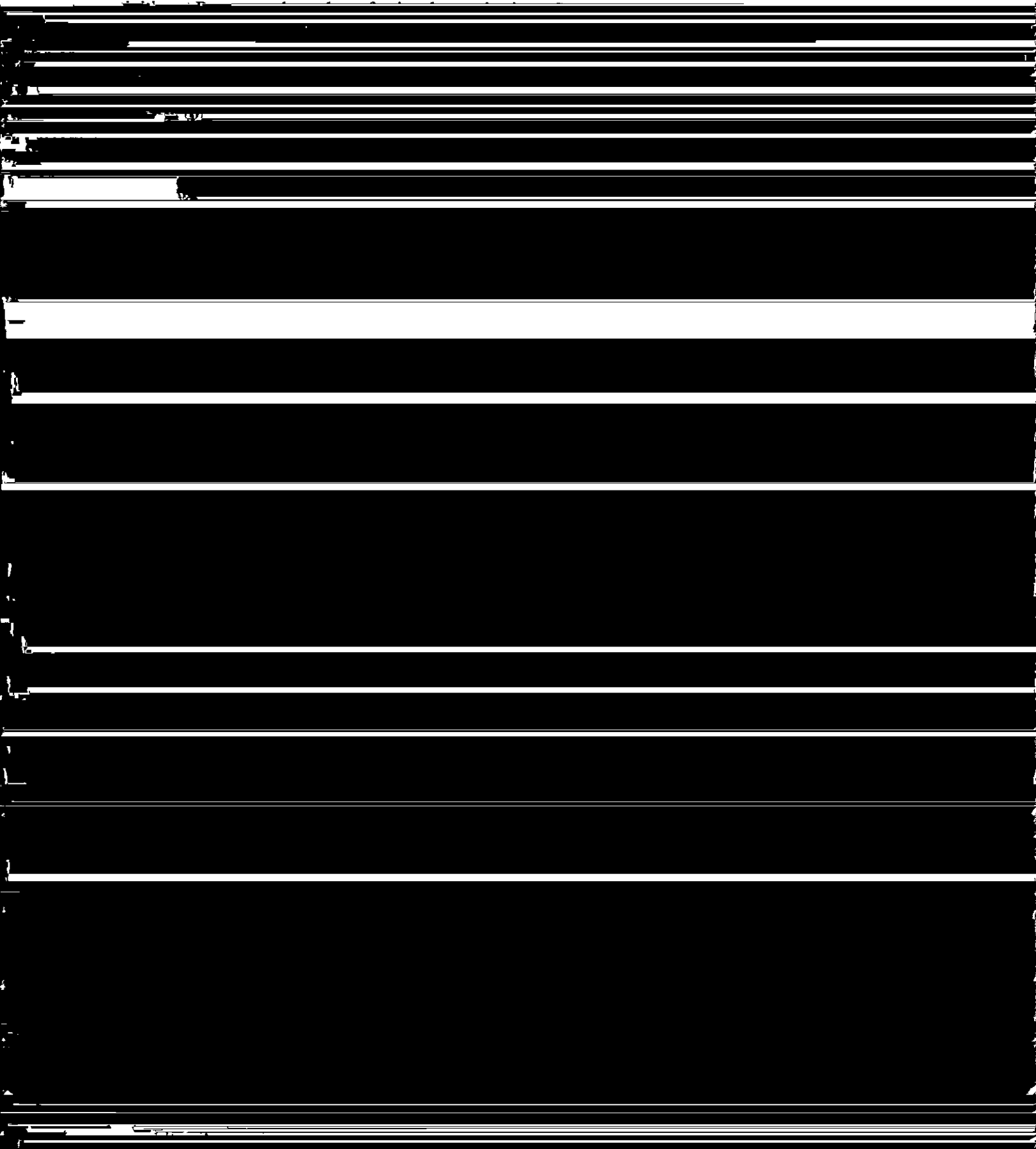
1. Mentoring students, e.g., with regard to academics and career planning.
2. Mentoring students in senior research projects, theses, dissertations, and other curricular projects.

Evidence of mentoring activities could include letters from student advisees or supervised interns, student organizations and University organizations, etc.

Research-based publications or presentations for mixed academic and general audiences.

The Radio, Television, & Film Department recognizes that faculty work can span a range of areas including traditional scholarly research, narrative films, documentaries, curating, exhibitions, and

Measurements of a candidate's development as a scholar and or as a creative artist should include the candidate's statement of a scholarly and creative research agenda, and evidence of scholarly and creative



wide, including but not limited to taking part in the established department, an college mentoring

1. Consulting or technical assistance provided to public or private organizations.
2. Public policy analysis for governmental agencies at all levels.
3. Briefings, seminars, lectures, and conferences targeted for general audiences.
4. Summaries of research, policy analyses, or position papers for general public or targeted audiences.
5. Expert testimonies or witness.
6. Writing, contributing to, or editing journals, books, newsletters, magazines, or other publications

