

FORM 8

**SIGNATURE SHEET FOR EVALUATIVE CRITERIA
APPROVED CRITERIA SHALL HAVE ALL REQUIRED SIGNATURES**

Department/Office: Sociology and Anthropology

Department Chair Harriet Hartman
Print

Signature

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Academic Year (circle): ~~15-16~~ 16-17 17-18 18-19 19-20 20-21

Date Sent to Dean/Supervisor: 10-6-2020

Signature

Date

Approved

Dean/Supervisor:

10/8/2020

Y

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Y / P / N

Provost/designee:

Y / P / N

President/designee:

Y / P / N

Y = Approved	P = Approved pending modifications	N = Not approved
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**DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY
TENURE AND RECONTRACTING DOCUMENT, FALL 2020**

The present document reflects the consolidation of Sociology and Anthropology, July 2011, and the new College of Humanities and Social Sciences (CHSS), inaugurated in July 2012. It is D O L J Q H G Z L W K 5 R 2020-21 Memorandum of Agreement on Tenure and Recontracting the 2020 MOA of the Impact of COVID-19 on all members of Rowan AFT, Local 2373 and, as of July 2013, includes evaluation of candidates for the tenuring of instruc Lines.

**ROWAN UNIVERSITY VISIONARY MISSION FOR STUDENT LEARNING,
RESEARCH EXCELLENCE, AND SERVICE**

Rowan University will become a new model for higher education by being agile, and responsive offering diverse scholarly and creative educational experiences, pathways, environments, and services to meet the needs of all students; maintaining agility by strategically delivering organizational capacity across the institution; and responding to emerging demands and opportunities regionally and nationally.

**COLLEGE OF HUMANITIES AND SOCIAL SCIENCES (CHSS)
MISSION STATEMENT**

True to the liberal arts mission, we ask questions fundamental to our increasing compl

GENERAL TENURE AND RECONTRACTING EVALUATION PROCEDURES

The categories by which full or part time faculty and Instructor Line candidates are to be evaluated are 1) teaching, 2) research and creative activities and 3) contribution to the university community (CUC) and 4) contributions to wider and professional community (CWPC).

In accordance with the mission of the SOAN Department, which is consistent with the missions of both the University and the College of Humanities and Social Sciences, teaching is the most important faculty responsibility, followed by research, that is, scholarly and creative activity and lastly service, that is, contributions to a) the university community (CUC), and b) the wider and professional community (CWPC). The candidate may elect to value differently the points for the two service areas in the following way: 5 points may be redistributed from the two service categories to teaching and/or research for a maximum of 45 in teaching, or 35 in UHVHDFK E SRLQWV IRU HLWKHU RI WKH VHUFLFH FDWHJ understanding that at least 5 percent must be assigned to each of the two.

For Assistant Professor tenure track faculty, the weights assigned (in percentages) to each category are as follows:

Teaching:	40 percent [maximum 45 percent]
Research and Creative Activity:	30 percent [maximum 35 percent]
Service:	30 (or 25 percent using the option of 5 %migrating to other categories)
CUC	[at least 10; maximum 20]
CWPC	

Where there is a mixed vote at the Department Tenure and Recontracting Committee agreement for that year.

I. EVALUATION OF TEACHING EFFECTIVENESS

Introduction

The Sociology/Anthropology Department has established effective teaching as the most important factor in the consideration for tenure and recontracting. In general terms, and Sociology and Anthropology considers teaching excellence in general terms following university MOA for AY20-21 as defined in section 1.11 and 2.1 of the 2021 agreement. The department further defines teaching excellence for its full and part time faculty and Instructor line faculty to discipline (sociology or anthropology), 2) solid organization and effective communication of the subject matter of the course and its materials, 3) effective teaching pedagogy germane to the field, 4) engagement of students as active participants in the classroom learning process, 4) use flexible pedagogical strategies that generate positive student learning outcomes, 5) maintain of a class environment that excites and challenges students in the subject matter of the course. While no single method of teaching is necessarily superior to another, teaching excellence is achieved with students.

Consistent with these general principles, teaching includes but is not limited to academic instruction in a course. The Department of Sociology and Anthropology defines teaching as 1) facilitating learning by instructing students in a variety of contexts such as classrooms, laboratories, workshops, seminars among others, 2) managing instruction, analyzing and arranging for learning experiences, maintaining student records, 3) supervising students in field trips, internships or independent study. Teaching effectiveness may be supported by 1) development, review or redesign of new courses and programs, 2) participation in developing and revising of curriculum and revising of curriculum, 3) development of teaching materials, manuals, and the like, 4) development of on-line courses, 5) contribution to study abroad programs, 6) contribution to service learning programs, 7) participation in student mentoring activities, advising and the like. Other activities may be included by the candidate in consultation with the Department Tenure and Recontracting committee (DTRC).

Characteristics of excellence in teaching (see Appendix A, section 1.12 and 1.14 of the university document) include but are not limited to good organization, effective communication, known and effective teaching practices, and a commitment to the field.

relevant elements of teaching in sociology and anthropology relating to lab sessions, fieldwork, and the pedagogical practices characterizing effective learning outcomes in our disciplines.

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Sociology or Anthropology using both quantitative and qualitative indicators. Based on the data the candidate provides, the Department Tenure and Recontracting Committee (DTC) will draw an overall composite picture of teaching effectiveness as highlighted in the previous paragraph.

I. Student Evaluations

Student evaluations, based on departmental agreement, are to be solicited through the accepted university forms. A minimum of two student evaluations per semester (Rowan university MOA 2020-21) must be included in the application and administered in classes held no earlier than the two academic years preceding application. Therefore and recontracting The student evaluations will be conducted online through the accepted university procedures

Review of book manuscript (requested by journal or book publisher)
Review of article manuscript (requested by journal or book publisher)
Reviewer: Journal

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assumptions about how quickly this may happen can stifle productivity, institutional
timelines imposed upon

- C. Strengthen their understanding and application of the pedagogy of particular disciplines
 - a. Attending and participating in professional conferences/workshops where the focus is the pedagogy associated with a specific discipline or content area
- D.

Senate and its various committees, involvement in union leadership and committee work, contributing to campus-wide activities, e.g., Homecoming Contributions to the Wider and Professional Community (CWPC) include, for example, consulting or technical assistance provided to public or private organization; public policy analysis for governmental agencies at all levels; briefings, seminars, lectures, and conferences targeted for general audiences;

2. Service to the department shall include the roles of a person, advisement coordinator, departmental committee activities and student mentoring, and other departmental contributions. *Examples of service appropriate to this section shall therefore include but are not limited to the following:*

- x Chair of Department
- x Chair or Member of departmental committees
- x Advising Student Clubs

III B. Contributions to the Wider and Professional Community (CWPC)

The following distinctions hold specifically for the Department of Sociology and Anthropology regarding service in the CWPC category: The profession is served through activities such as editorial functions for regional, national, or international journals, holding office in a professional organizations or associations, participating in organizational association meetings, consultancies or special assignments that connect the university and the discipline, such as participation in workshops on campus or representing the field and other professional involvements. *Examples of service appropriate to this section shall therefore include but are not limited to the following:*

- x Membership in Professional Organizations
- x Leadership or Participation in Professional Organization as Officer of an international, national, regional or local association
- x Serving as Session Chair at learned society meetings
- x Conference organizer
- x Earning special licensure or certification in professional specialization
- x Conducting or participating in professional workshops
- x Coordinating a series of workshops
- x Editorial work on interational, national, or regional journals or newsletters
- x Speaking to general audiences at briefings, seminars, distinguished lecture series
- x 0 H G L D D S S H D U D Q F H V D Q G F R P P H Q W D U \ R Q W R S specialization or the discipline

2. Community service will include the candidate's performance in a variety of professionally related roles in which the university is represented to the larger community through the candidate's efforts. *Examples of service appropriate to this section shall therefore include but are not limited to the following:*

- x Developing, leading or participating on community boards
- x Consulting or technical assistance to public and private organizations
- x Expert testimony or expert witness
- x Consultation with policy makers to develop position papers, policy analysis, reports, or making presentations to the public

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