

The Attached Departmental Guidelines for the Department of

Political Science

at

The Metropolitan State University of Denver
are effective

August 1, 2020 to July 31, 2021

Approvals:



Department Chair _____ Date May 8, 2020

Dean Jason R. Janke _____ Date July 2, 2020

VPAA Bill Henry _____ Date July 2, 2020

Department of Political Science DEPARTMENTAL GUIDELINES 2019-2020

EVALUATION GUIDELINES

General Standards of Performance for Faculty

These Departmental Guidelines provide specific guidance to faculty and set out criteria for evaluation. All faculty are expected to meet the performance standards described in the Faculty Employment Handbook. The Department also adopts definitions of teaching, service and scholarly activity in accordance with the Handbook, which can be found at:

<https://www.msudenver.edu/hr/policies/handbooksmanualrules/>

GUIDELINES FOR TENURE AND PROMOTION TO ASSOCIATE PROFESSOR

TEACHING

EVALUATION STANDARDS FOR TEACHING

Needs Improvement: This rating simply means the faculty member has not accomplished all of the necessary activities to attain the “Meets Standards” rating.

Minimum requirements and/or Standards for Content Expertise have not been met.

NO DEMONSTRATION THAT COURSES ARE REGULARLY UPDATED WITH NEW INFORMATION, AS CONSISTENT WITH THE DISCIPLINE. LITTLE ATTENTION IS GIVEN TO INSTRUCTIONAL DESIGN AND DELIVERY TO FACILITATE STUDENT LEARNING NOR USE OF ASSESSMENT TO IMPROVE THE COURSE.

IF TEACHING GENERAL STUDIES COURSES, FACULTY MEMBER HAS NOT DESIGNED THE COURSE CONSISTENT WITH THE DEPARTMENT’S AND COLLEGE’S EXPECTATIONS OR HAS NOT DONE THE ASSESSMENT REQUIRED BY THE GENERAL STUDIES PROGRAM.

CLASSES ARE NOT EVALUATED USING SRI’S OR THE PATTERN OF SRI’S REMAINS SUBSTANTIALLY BELOW THE COLLEGE PREFIX AVERAGE.

FACULTY LACKS PEER OBSERVATION OR THE PEER OBSERVATION DOES NOT DEMONSTRATE SOUND PEDAGOGY TO SUPPORT STUDENT LEARNING.

FACULTY MEMBER DOES NOT MAINTAIN REGULAR OFFICE HOURS AND MAKES MULTIPLE MISTAKES WHEN ADVISING STUDENTS.

Meets Standards: This performance level demonstrates the minimum required accomplishments for a faculty member.

MEETS STANDARDS: EACH COURSE IS KEPT CURRENT THROUGH REVIEW OF INSTRUCTIONAL RESOURCES AND THE REGULAR ADDITION OF NEW MATERIALS, AS APPROPRIATE.

NARRATIVE DESCRIBES HOW COURSES ARE DESIGNED AND DELIVERED USING MULTIPLE APPROACHES TO FACILITATE STUDENT LEARNING INCLUDING LECTURING AND, BUT NOT LIMITED TO, AT LEAST ONE OF THE FOLLOWING:

4. ENGAGED LEARNING PRACTICES, INCLUDING BUT NOT LIMITED TO GROUP PROJECTS, CLASS PRESENTATIONS, SIMULATIONS, DEBATES, PEER-TO-PEER INSTRUCTION
5. GUEST SPEAKERS WITH SPECIALIZED EXPERTISE

6. INTEGRATION OF NEW TECHNOLOGIES AND /OR SOCIAL MEDIA EXPECTATIONS FOR STUDENT LEARNING AND PERFORMANCE ARE CLEARLY COMMUNICATED IN SYLLABI AND THE TENURE CANDIDATE USES STUDENT LEARNING OBJECTIVES/OUTCOMES TO FACILITATE STUDENT LEARNING AND ASSESSMENT.

FACULTY MEMBER USES PROFESSIONAL EXPERTISE ALONG WITH COURSE AND/OR PROGRAM ASSESSMENT RESULTS TO IMPROVE COURSES.

FOR ANY GENERAL STUDIES COURSES TAUGHT, THE TENURE CANDIDATE DESIGNED THEIR COURSE IN ACCORDANCE WITH THE OFFICIAL COURSE SYLLABUS MEETING, DEPARTMENTAL AND COLLEGE EXPECTATIONS INCLUDING THE WRITING AND STUDENT LEARNING OUTCOME EXPECTATIONS. ASSESSMENT OF GENERAL STUDIES COURSES COMPLY WITH DEPARTMENTAL AND COLLEGE REQUIREMENTS.

TENURE CANDIDATE'S SRI'S ARE CONSISTENTLY NEAR OR ABOVE THE COLLEGE MEAN FOR SAME LEVEL COURSE OR THEY HAVE SHOWN A TREND OF IMPROVEMENT TOWARD THE PREFIX AVERAGE FOR SAME LEVEL COURSES AND THE NARRATIVE ADDRESSES WORK TOWARD IMPROVING STUDENT RATINGS OF INSTRUCTION THROUGH SHIFTING INSTRUCTIONAL CONTENT AND/OR DESIGN AND/OR DELIVERY AND INCORPORATING FEEDBACK FROM STUDENT COMMENTARY.

FACULTY MEMBER THOROUGHLY AND ACCURATELY ADVISES STUDENTS, USING PROFESSIONAL KNOWLEDGE AND CONTACTS WHEN POSSIBLE, AND HOLDS REGULAR OFFICE HOURS.

SCHOLARLY ACTIVITIES

Evaluation Standards for Scholarly Activities

<p><u>Needs Improvement:</u> This rating simply means the faculty member has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards have not been met. NEEDS IMPROVEMENT: DURING THE PROBATIONARY PERIOD, THE FACULTY MEMBER DOES NOT PRODUCE WORK THAT IS ACCEPTED THROUGH PEER REVIEWED OR ACCEPTED AFTER REVIEW AT PROFESSIONAL MEETINGS AT A REGIONAL, NATIONAL OR INTERNATIONAL LEVEL</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum required accomplishments for a faculty member.</p>	<p>MEETS STANDARDS: DURING THEIR PROBATIONARY PERIOD THE TENURE CANDIDATE HAS HAD A DISCIPLINARY OR PEDAGOGICAL OR CREATIVE WORK ACCEPTED IN A PEER-REVIEWED OR PROFESSIONAL OR SCHOLARLY PUBLICATION OR THE DISCIPLINARY EQUIVALENT. ADDITIONALLY, THEY HAVE HAD MULTIPLE PRESENTATIONS OF THEIR SCHOLARLY OR CREATIVE WORKS ACCEPTED AFTER REVIEW FOR PRESENTATION AT PROFESSIONAL MEETINGS.</p>

SERVICE

Evaluation Standards for Service

<p><u>Needs Improvement:</u> This rating simply means the faculty member has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Service have not been met. HAS NOT MADE ONGOING CONTRIBUTIONS.</p>
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Meets Standards: This performance level demonstrates the minimum required accomplishments for a faculty member.

MEETS STANDARDS: THE TENURE CANDIDATE MUST DEMONSTRATE CONTRIBUTIONS TO SHARED GOVERNANCE IN THE DEPARTMENT, SCHOOL OR COLLEGE OR WITHIN THEIR DISCIPLINARY ORGANIZATION OR CONTRIBUTIONS USING THEIR DISCIPLINARY EXPERTISE TO THE COMMUNITY OUTSIDE OF THE COLLEGE. REGULARLY SUPPORTS DEPARTMENTAL ADMINISTRATIVE AND OUTREACH NEEDS. THESE CONTRIBUTIONS MUST BE OF VALUE TO THE DEPARTMENT. THESE CONTRIBUTIONS OFTEN, BUT NOT EXCLUSIVELY, TAKE THE FORM OF COMMITTEE PARTICIPATION AND PROGRAM OR DEPARTMENTAL CONTRIBUTIONS.

GUIDELINES FOR PROMOTION TO FULL PROFESSOR

TEACHING

EVALUATION STANDARDS FOR TEACHING

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Content Expertise have not been met.</p> <p>NO DEMONSTRATION THAT COURSES ARE REGULARLY UPDATED WITH NEW INFORMATION, AS CONSISTENT WITH THE DISCIPLINE. LITTLE ATTENTION IS GIVEN TO INSTRUCTIONAL DESIGN AND DELIVERY TO FACILITATE STUDENT LEARNING NOR USE OF ASSESSMENT TO IMPROVE THE COURSE.</p> <p>IF TEACHING GENERAL STUDIES COURSES, FACULTY MEMBER HAS NOT DESIGNED THE COURSE CONSISTENT WITH THE DEPARTMENT’S AND COLLEGE’S EXPECTATIONS OR HAS NOT DONE THE ASSESSMENT REQUIRED BY THE GENERAL STUDIES PROGRAM.</p> <p>CLASSES ARE NOT EVALUATED USING SRI’S OR THE PATTERN OF SRI’S REMAINS SUBSTANTIALLY BELOW THE COLLEGE PREFIX AVERAGE.</p> <p>FACULTY LACKS SUMMATIVE PEER OBSERVATION OR THE OBSERVATION DOES NOT DEMONSTRATE SOUND PEDAGOGY TO SUPPORT STUDENT LEARNING.</p> <p>FACULTY MEMBER DOES NOT MAINTAIN REGULAR OFFICE HOURS AND MAKES MULTIPLE MISTAKES WHEN ADVISING STUDENTS.</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum required accomplishments for a faculty member.</p>	<p>MEETS STANDARDS: EACH COURSE IS KEPT CURRENT THROUGH REVIEW OF INSTRUCTIONAL RESOURCES AND THE REGULAR ADDITION OF NEW MATERIALS, AS APPROPRIATE.</p> <p>NARRATIVE DESCRIBES HOW COURSES ARE DESIGNED AND DELIVERED USING MULTIPLE APPROACHES TO FACILITATE STUDENT LEARNING INCLUDING LECTURING AND, BUT NOT LIMITED TO, AT LEAST ONE OF THE FOLLOWING:</p> <ol style="list-style-type: none"> 1. ENGAGED LEARNING PRACTICES, INCLUDING BUT NOT LIMITED TO GROUP PROJECTS, CLASS PRESENTATIONS, SIMULATIONS, DEBATES, PEER-TO-PEER

INSTRUCTION

2. GUEST SPEAKERS WITH SPECIALIZED EXPERTISE

3. INTEGRATION OF NEW TECHNOLOGIES AND /OR SOCIAL MEDIA

EXPECTATIONS FOR STUDENT LEARNING AND PERFORMANCE ARE CLEARLY COMMUNICATED IN SYLLABI AND THE PROMOTION CANDIDATE USES STUDENT LEARNING OBJECTIVES/OUTCOMES TO FACILITATE STUDENT LEARNING AND ASSESSMENT.

FACULTY MEMBER USES PROFESSIONAL EXPERTISE ALONG WITH COURSE AND/OR PROGRAM ASSESSMENT RESULTS TO IMPROVE COURSES.

FOR ANY GENERAL STUDIES COURSES TAUGHT, THE PROMOTION CANDIDATE DESIGNED THEIR COURSE IN ACCORDANCE WITH THE OFFICIAL COURSE SYLLABUS MEETING, DEPARTMENTAL AND COLLEGE EXPECTATIONS INCLUDING THE WRITING AND STUDENT LEARNING OUTCOME EXPECTATIONS. ASSESSMENT OF GENERAL STUDIES COURSES COMPLY WITH DEPARTMENTAL AND COLLEGE REQUIREMENTS.

PROMOTION CANDIDATE'S SRI'S ARE CONSISTENTLY NEAR OR ABOVE THE COLLEGE MEAN FOR SAME LEVEL COURSE OR THEY HAVE SHOWN A TREND OF IMPROVEMENT TOWARD THE PREFIX AVERAGE FOR SAME LEVEL COURSES AND THE NARRATIVE ADDRESSES WORK TOWARD IMPROVING STUDENT RATINGS OF INSTRUCTION THROUGH SHIFTING INSTRUCTIONAL CONTENT AND/OR DESIGN AND/OR DELIVERY AND INCORPORATING FEEDBACK FROM STUDENT COMMENTARY.

THE PROMOTION CANDIDATE OBTAINS SUMMATIVE PEER OBSERVATION AND INCORPORATES FEEDBACK INTO COURSE DESIGN.

THE PROMOTION CANDIDATE THOROUGHLY AND ACCURATELY ADVISES STUDENTS, USING PROFESSIONAL KNOWLEDGE AND CONTACTS WHEN POSSIBLE, AND HOLDS REGULAR OFFICE HOURS.

SCHOLARLY ACTIVITIES

Evaluation Standards for Scholarly Activities

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards have not been met. NEEDS IMPROVEMENT: THE PROMOTION CANDIDATE DOES NOT PRODUCE WORK THAT IS ACCEPTED THROUGH PEER REVIEWED OR ACCEPTED AFTER REVIEW AT PROFESSIONAL MEETINGS AT A REGIONAL, NATIONAL OR INTERNATIONAL LEVEL</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum required accomplishments for a faculty member.</p>	<p>MEETS STANDARDS: THE PROMOTION CANDIDATE HAS HAD A DISCIPLINARY OR PEDAGOGICAL OR CREATIVE WORK ACCEPTED IN A PEER-REVIEWED OR PROFESSIONAL OR SCHOLARLY PUBLICATION OR THE DISCIPLINARY EQUIVALENT. ADDITIONALLY, THEY HAVE HAD MULTIPLE PRESENTATIONS OF THEIR SCHOLARLY OR CREATIVE WORKS ACCEPTED AFTER REVIEW FOR PRESENTATION AT PROFESSIONAL MEETINGS</p>

SERVICE

Evaluation Standards for Service

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Service have not been met. HAS NOT MADE ONGOING CONTRIBUTIONS.</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum</p>	<p>MEETS STANDARDS: THE PROMOTION CANDIDATE MUST DEMONSTRATE CONTRIBUTIONS TO SHARED GOVERNANCE IN THE DEPARTMENT, SCHOOL</p>

<p>required accomplishments for THE PROMOTION CANDIDATE</p>	<p>OR COLLEGE OR WITHIN THEIR DISCIPLINARY ORGANIZATION OR CONTRIBUTIONS USING THEIR DISCIPLINARY EXPERTISE TO THE COMMUNITY OUTSIDE OF THE COLLEGE. THE FACULTY MEMBER REGULARLY SUPPORTS DEPARTMENTAL ADMINISTRATIVE AND OUTREACH NEEDS. THESE CONTRIBUTIONS MUST BE OF VALUE TO THE DEPARTMENT. THESE CONTRIBUTIONS OFTEN, BUT NOT EXCLUSIVELY, TAKE THE FORM OF COMMITTEE PARTICIPATION AND PROGRAM OR DEPARTMENT CONTRIBUTIONS.</p>
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EVALUATION STANDARDS FOR POST-TENURE REVIEW

TEACHING

EVALUATION STANDARDS FOR TEACHING

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Content Expertise have not been met.</p> <p>NO DEMONSTRATION THAT COURSES ARE REGULARLY UPDATED WITH NEW INFORMATION, AS CONSISTENT WITH THE DISCIPLINE. LITTLE ATTENTION IS GIVEN TO INSTRUCTIONAL DESIGN AND DELIVERY TO FACILITATE STUDENT LEARNING NOR USE OF ASSESSMENT TO IMPROVE THE COURSE.</p> <p>IF TEACHING GENERAL STUDIES COURSES, FACULTY MEMBER HAS NOT DESIGNED THE COURSE CONSISTENT WITH THE DEPARTMENT’S AND COLLEGE’S EXPECTATIONS OR HAS NOT DONE THE ASSESSMENT REQUIRED BY THE GENERAL STUDIES PROGRAM.</p> <p>CLASSES ARE NOT EVALUATED USING SRI’S OR THE PATTERN OF SRI’S REMAINS SUBSTANTIALLY BELOW THE COLLEGE PREFIX AVERAGE.</p> <p>FACULTY LACKS SUMMATIVE PEER OBSERVATION OR THE OBSERVATION DOES NOT DEMONSTRATE SOUND PEDAGOGY TO SUPPORT STUDENT LEARNING.</p>
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FACULTY MEMBER DOES NOT MAINTAIN REGULAR OFFICE HOURS AND MAKES MULTIPLE MISTAKES WHEN ADVISING STUDENTS.

Meets Standards: This performance level demonstrates the minimum required accomplishments for a faculty member.

MEETS STANDARDS: EACH COURSE IS KEPT CURRENT THROUGH REVIEW OF INSTRUCTIONAL RESOURCES AND THE REGULAR ADDITION OF NEW MATERIALS, AS APPROPRIATE.

NARRATIVE DESCRIBES HOW COURSES ARE DESIGNED AND DELIVERED USING MULTIPLE APPROACHES TO FACILITATE STUDENT LEARNING INCLUDING LECTURING AND, BUT NOT LIMITED TO, AT LEAST ONE OF THE FOLLOWING:

1. ENGAGED LEARNING PRACTICES, INCLUDING BUT NOT LIMITED TO GROUP PROJECTS, CLASS PRESENTATIONS, SIMULATIONS, DEBATES, PEER-TO-PEER INSTRUCTION
2. GUEST SPEAKERS WITH SPECIALIZED EXPERTISE
3. INTEGRATION OF NEW TECHNOLOGIES AND /OR SOCIAL MEDIA

EXPECTATIONS FOR STUDENT LEARNING AND PERFORMANCE ARE CLEARLY COMMUNICATED IN SYLLABI AND THE PROMOTION CANDIDATE USES STUDENT LEARNING OBJECTIVES/OUTCOMES TO FACILITATE STUDENT LEARNING AND ASSESSMENT.

FACULTY MEMBER USES PROFESSIONAL EXPERTISE ALONG WITH COURSE AND/OR PROGRAM ASSESSMENT RESULTS TO IMPROVE COURSES.

FOR ANY GENERAL STUDIES COURSES TAUGHT, THE PROMOTION CANDIDATE DESIGNED THEIR COURSE IN ACCORDANCE WITH THE OFFICIAL COURSE SYLLABUS MEETING, DEPARTMENTAL AND COLLEGE EXPECTATIONS INCLUDING THE WRITING AND STUDENT LEARNING OUTCOME EXPECTATIONS. ASSESSMENT OF GENERAL STUDIES COURSES COMPLY WITH DEPARTMENTAL AND COLLEGE REQUIREMENTS.

PTR CANDIDATE'S SRI'S ARE CONSISTENTLY NEAR OR ABOVE THE COLLEGE MEAN FOR SAME LEVEL COURSE OR THEY HAVE SHOWN A TREND OF IMPROVEMENT TOWARD THE PREFIX AVERAGE FOR SAME LEVEL COURSES AND THE NARRATIVE ADDRESSES WORK TOWARD IMPROVING STUDENT RATINGS OF INSTRUCTION THROUGH SHIFTING INSTRUCTIONAL CONTENT AND/OR DESIGN AND/OR DELIVERY AND INCORPORATING FEEDBACK FROM STUDENT COMMENTARY.

THE PTR CANDIDATE OBTAINS SUMMATIVE PEER OBSERVATION AND INCORPORATES

	<p>FEEDBACK INTO COURSE DESIGN.</p> <p>THE PTR CANDIDATE THOROUGHLY AND ACCURATELY ADVISES STUDENTS, USING PROFESSIONAL KNOWLEDGE AND CONTACTS WHEN POSSIBLE, AND HOLDS REGULAR OFFICE HOURS.</p>
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SCHOLARLY ACTIVITIES

Evaluation Standards for Scholarly Activities

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards have not been met. NEEDS IMPROVEMENT: THE PTR CANDIDATE DOES NOT PRODUCE WORK THAT IS ACCEPTED THROUGH PEER REVIEWED OR ACCEPTED AFTER REVIEW AT PROFESSIONAL MEETINGS AT A REGIONAL, NATIONAL OR INTERNATIONAL LEVEL</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum required accomplishments for a faculty member.</p>	<p>MEETS STANDARDS: THE PTR CANDIDATE HAS HAD A DISCIPLINARY OR PEDAGOGICAL OR CREATIVE WORK ACCEPTED IN A PEER-REVIEWED OR PROFESSIONAL OR SCHOLARLY PUBLICATION OR THE DISCIPLINARY EQUIVALENT. ADDITIONALLY, THEY HAVE HAD MULTIPLE PRESENTATIONS OF THEIR SCHOLARLY OR CREATIVE WORKS ACCEPTED AFTER REVIEW FOR PRESENTATION AT PROFESSIONAL MEETINGS</p>

SERVICE

Evaluation Standards for Service

<p><u>Needs Improvement:</u> This rating simply means THE PROMOTION CANDIDATE has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Service have not been met. HAS NOT MADE ONGOING CONTRIBUTIONS.</p>
<p><u>Meets Standards:</u> This performance level demonstrates the minimum required accomplishments for THE PROMOTION CANDIDATE</p>	<p>MEETS STANDARDS: THE PTR CANDIDATE MUST DEMONSTRATE CONTRIBUTIONS TO SHARED GOVERNANCE IN THE DEPARTMENT, SCHOOL OR COLLEGE OR WITHIN THEIR DISCIPLINARY ORGANIZATION OR CONTRIBUTIONS USING THEIR DISCIPLINARY EXPERTISE TO THE COMMUNITY OUTSIDE OF THE COLLEGE. THE FACULTY MEMBER REGULARLY SUPPORTS DEPARTMENTAL ADMINISTRATIVE AND OUTREACH NEEDS. THESE CONTRIBUTIONS MUST BE OF VALUE TO THE DEPARTMENT. THESE CONTRIBUTIONS OFTEN, BUT NOT EXCLUSIVELY, TAKE THE FORM of COMMITTEE PARTICIPATION AND PROGRAM OR DEPARTMENT CONTRIBUTIONS.</p>

**Department of Political Science
DEPARTMENTAL GUIDELINES
2019/2020**

EVALUATION GUIDELINES FOR CATEGORY II FACULTY

TEACHING

EVALUATION STANDARDS FOR TEACHING

<p><u>Needs Improvement:</u> This rating simply means the faculty member has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</p>	<p>Minimum requirements and/or Standards for Content Expertise have not been met. NO DEMONSTRATION THAT COURSES ARE REGULARLY UPDATED WITH NEW INFORMATION, AS CONSISTENT WITH THE DISCIPLINE. LITTLE ATTENTION IS GIVEN TO INSTRUCTIONAL DESIGN AND DELIVERY TO FACILITATE STUDENT LEARNING NOR USE OF ASSESSMENT TO IMPROVE THE COURSE. IF TEACHING GENERAL STUDIES COURSES, FACULTY MEMBER HAS NOT DESIGNED THE COURSE CONSISTENT WITH THE DEPARTMENT’S AND COLLEGE’S EXPECTATIONS OR HAS NOT DONE THE ASSESSMENT REQUIRED BY THE GENERAL STUDIES PROGRAM. CLASSES ARE NOT EVALUATED USING SRI’S OR THE PATTERN OF SRI’S REMAINS SUBSTANTIALLY BELOW THE COLLEGE PREFIX AVERAGE. FACULTY LACKS SUMMATIVE PEER OBSERVATION OR THE OBSERVATION DOES NOT DEMONSTRATE SOUND PEDAGOGY TO SUPPORT STUDENT LEARNING. FACULTY MEMBER DOES NOT MAINTAIN REGULAR OFFICE HOURS AND MAKES MULTIPLE MISTAKES WHEN ADVISING STUDENTS.</p>
<p><u>Meets Standards:</u> This performance level demonstrates the</p>	<p>MEETS STANDARDS: EACH COURSE IS KEPT CURRENT THROUGH REVIEW OF INSTRUCTIONAL RESOURCES AND THE REGULAR ADDITION OF NEW MATERIALS, AS APPROPRIATE.</p>

**minimum
required
accomplishments
for a faculty
member.**

NARRATIVE DESCRIBES HOW COURSES ARE DESIGNED AND DELIVERED USING MULTIPLE APPROACHES TO FACILITATE STUDENT LEARNING INCLUDING LECTURING AND, BUT NOT LIMITED TO, AT LEAST ONE OF THE FOLLOWING:

4. ENGAGED LEARNING PRACTICES, INCLUDING BUT NOT LIMITED TO GROUP PROJECTS, CLASS PRESENTATIONS, SIMULATIONS, DEBATES, PEER-TO-PEER INSTRUCTION
 5. GUEST SPEAKERS WITH SPECIALIZED EXPERTISE
 6. INTEGRATION OF NEW TECHNOLOGIES AND /OR SOCIAL MEDIA
- EXPECTATIONS FOR STUDENT LEARNING AND PERFORMANCE ARE CLEARLY COMMUNICATED IN SYLLABI AND THE TENURE CANDIDATE USES STUDENT LEARNING OBJECTIVES/OUTCOMES TO FACILITATE STUDENT LEARNING AND ASSESSMENT. CATEGORY II FACULTY MEMBER USES PROFESSIONAL EXPERTISE ALONG WITH COURSE AND/OR PROGRAM ASSESSMENT RESULTS TO IMPROVE COURSES. CATEGORY II FACULTY MEMBER'S SRI'S ARE CONSISTENTLY NEAR OR ABOVE THE COLLEGE MEAN FOR SAME LEVEL COURSE OR THEY HAVE SHOWN A TREND OF IMPROVEMENT TOWARD THE PREFIX AVERAGE FOR SAME LEVEL COURSES AND THE NARRATIVE ADDRESSES WORK TOWARD IMPROVING STUDENT RATINGS OF INSTRUCTION THROUGH SHIFTING INSTRUCTIONAL CONTENT AND/OR DESIGN AND/OR DELIVERY AND INCORPORATING FEEDBACK FROM STUDENT COMMENTARY. CATEGORY II FACULTY MEMBER OBTAINS SUMMATIVE PEER OBSERVATION AND INCORPORATES FEEDBACK INTO COURSE DESIGN.

DEPARTMENT OF POLITICAL SCIENCE 2019

EVALUATION GUIDELINES FOR CATEGORY III AFFILIATE FACULTY

EVALUATION STANDARDS FOR TEACHING

<p><u>Needs Improvement:</u> <i>This rating simply means the faculty member has not accomplished all of the necessary activities to attain the “Meets Standards” rating.</i></p>	<p><i>Minimum requirements and/or Standards for Content Expertise have not been met.</i></p> <p><i>NO DEMONSTRATION THAT COURSES ARE REGULARLY UPDATED WITH NEW INFORMATION, AS CONSISTENT WITH THE DISCIPLINE. LITTLE ATTENTION IS GIVEN TO INSTRUCTIONAL DESIGN AND DELIVERY TO FACILITATE STUDENT LEARNING NOR USE OF ASSESSMENT TO IMPROVE THE COURSE. IF TEACHING GENERAL STUDIES COURSES, FACULTY MEMBER HAS NOT DESIGNED THE COURSE CONSISTENT WITH THE DEPARTMENT’S AND COLLEGE’S EXPECTATIONS OR HAS NOT DONE THE ASSESSMENT REQUIRED BY THE GENERAL STUDIES PROGRAM.</i></p> <p><i>CLASSES ARE NOT EVALUATED USING SRI’S OR THE PATTERN OF SRI’S REMAINS SUBSTANTIALLY BELOW THE COLLEGE PREFIX AVERAGE.</i></p>
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Meets Standards:
This performance level demonstrates the minimum required accomplishments for a faculty member.

MEETS STANDARDS: EACH COURSE IS KEPT CURRENT THROUGH REVIEW OF INSTRUCTIONAL RESOURCES AND THE REGULAR ADDITION OF NEW MATERIALS, AS APPROPRIATE.
NARRATIVE DESCRIBES HOW COURSES ARE DESIGNED AND DELIVERED USING MULTIPLE APPROACHES TO FACILITATE STUDENT LEARNING INCLUDING LECTURING AND, BUT NOT LIMITED TO, AT LEAST ONE OF THE FOLLOWING:

7. ENGAGED LEARNING PRACTICES, INCLUDING BUT NOT LIMITED TO GROUP PROJECTS, CLASS PRESENTATIONS, SIMULATIONS, DEBATES, PEER-TO-PEER INSTRUCTION
8. GUEST SPEAKERS WITH SPECIALIZED EXPERTISE

INTEGRATION OF NEW TECHNOLOGIES AND /OR SOCIAL MEDIA EXPECTATIONS FOR STUDENT LEARNING AND PERFORMANCE ARE CLEARLY COMMUNICATED IN SYLLABI AND THE TENURE CANDIDATE USES STUDENT LEARNING OBJECTIVES/OUTCOMES TO FACILITATE STUDENT LEARNING AND ASSESSMENT.
CATEGORY III FACULTY MEMBER USES PROFESSIONAL EXPERTISE ALONG WITH COURSE AND/OR PROGRAM ASSESSMENT RESULTS TO IMPROVE COURSES.
CATEGORY III FACULTY MEMBER'S SRI'S ARE CONSISTENTLY NEAR OR ABOVE THE COLLEGE MEAN FOR SAME LEVEL COURSE OR THEY HAVE SHOWN A TREND OF IMPROVEMENT TOWARD THE PREFIX AVERAGE FOR SAME LEVEL COURSES AND THE NARRATIVE ADDRESSES WORK TOWARD IMPROVING STUDENT RATINGS OF INSTRUCTION THROUGH SHIFTING INSTRUCTIONAL CONTENT AND/OR DESIGN AND/OR DELIVERY AND INCORPORATING FEEDBACK FROM STUDENT COMMENTARY.
CATEGORY III FACULTY MEMBER OBTAINS SUMMATIVE PEER OBSERVATION AND INCORPORATES FEEDBACK INTO COURSE DESIGN.

