Evaluation of Teaching
Criteria for Evaluation of Meets Expectation/Satisfactory

Department: Child and Family Studies

Chair: Pat Sims

Date: May 13, 2016 (approved by CFS faculty)

Expectations
Faculty members are expected to demonstrate excellence in teaching. For purposes of CFS annual evaluations, teaching includes not only providing excellent instruction, but also working with students in a respectful manner, preparing for class, adhering to class schedules and meeting times, providing timely feedback, and having appropriate interpersonal interactions. Teaching quality will be evaluated based on the overall quality of instruction during the applicable evaluation period.

Teaching and student learning are central to the mission of the Department of Child and Family Studies. Within the Department, faculty are responsible for preparing students to work with children and families in clinical and non-clinical educational, institutional, and human service settings. Knowledge, skills and dispositions necessary for successful professional practice are developed through intensive laboratory, practicum, and internship learning experiences. The Department recognizes both classroom performance and contributions to teaching that draw upon the teacher’s depth and breadth of scholarship. Teaching includes not only formal classroom instruction, but also advising and mentoring of students, creating and implementing sound assessment strategies to evaluate the effectiveness of individual courses and programs of study.

All faculty members seeking promotion and/or tenure are expected to have demonstrated teaching competency in assigned courses. Assistant Professors are expected to develop as teachers in the early stages of their careers. Therefore, teaching effectiveness should be examined holistically based on an overall pattern of positive teaching evaluations rather than on the evaluations received from any single course or section. It is recognized that there are many ways to evaluate teaching effectiveness.

I. Criteria for All Teaching Personnel (tenure stream, instructors, adjuncts, teaching assistants, clinical faculty, professors of practice, etc.):
   • A copy of the most recent syllabus from each course taught each semester.
   • Teaching effectiveness will be considered in relation to department and college means
     • Patterns of evaluation on scores between 4.0 and above on a 5.0 scale are considered positive
     • Patterns of evaluation on scores between 3.5 and 3.99 on a 5.0 scale are considered satisfactory
     • Patterns of evaluation on scores below 3.5 on a 5.0 scale are considered in need of improvement
   • A second measure of teaching effectiveness which may include one of the following: departmental peer evaluations, evaluations by an external reviewer (external to department or university) in the faculty member’s field, or a teaching portfolio.
II. Additional Criteria for the Corps of Instruction (tenure stream and instructors only):

- Honors or special recognitions for teaching accomplishments
- Development or significant revision of programs and courses
- Creation or utilization of innovation teaching materials, instructional techniques, curricula or programs of study
- Effectiveness shown by supplemental evaluations approved by the Department
- Narrative evaluations by students being trained in clinical, laboratory, field or teaching-hospital activities
- Performance of students on uniform examinations or in standardized courses
- Accomplishments of the teacher's present and former students, including information to show student's success both in learning the subject matter of the discipline and in pursuing it to a point of intellectual significance
- Academic Advising Activity
- Student Mentoring Activity
- Number of internship supervisions and independent studies directed
- Participation in programs and/or conference for improving teaching
- Description of new courses and/or programs developed, including service-learning and outreach courses at home or abroad, where research and new knowledge are integrated
- Grants related to instruction
  - Receipt of grants/contracts to fund innovative teaching activities or to fund stipends for students
  - Membership on panels to judge proposals for teaching grants/contracts programs
- Other evidence of teaching effectiveness as appropriate