Department of Interdisciplinary Studies
Annual Evaluation of Teaching

Chair/Director: Marek Steedman, PhD

Date: May 20, 2016

1. Standards of Review
   a. Teaching
      i. Meets Expectations:
         1. Demonstrates the following professional behaviors
            a. teaching assigned course load as appropriate to departmental needs.
            b. meeting, holding, and dismissing classes at the designated time and place.
            c. preparing and distributing appropriate syllabi or other course materials.
            d. keeping regular, posted office hours.
            e. submitting grades in a timely manner.

      2. Meets course standards for each course level as outlined by program. Course materials are scored 3 or higher on the department teaching materials assessment rubric.

      3. Has student evaluations within the expected range for the university (within one SD (+/-) the mean).

Rubric for Assessment of Teaching Materials
2016

<table>
<thead>
<tr>
<th>Score</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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</thead>
<tbody>
<tr>
<td>5</td>
<td>Skimpy course outlines, materials, and assignments; poorly written objectives or objectives absent; insufficient guidance to student</td>
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<tr>
<td>4</td>
<td>Course outlines, materials, and assignments relatively poorly written guidance to student limited</td>
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<tr>
<td>3</td>
<td>Course outlines, materials, and assignments documented mainly following guidelines; few errors noted</td>
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<td>2</td>
<td>Mainly well documented course outlines, materials, and assignments adhering to conventional curricular preparation guidelines</td>
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<tr>
<td>1</td>
<td>Well documented course outlines, materials, and assignments adhering to conventional curricular preparation guidelines</td>
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