

2.7.1.1 ANNUAL PERFORMANCE-AND-PLANNING REVIEW APPEAL PROCESS

A faculty member may appeal the rating received in the annual performance and planning review process in accordance with the University's "Grievance and Appeal Procedure" (2.16).

2.7.2 EVALUATION OF TEACHING EFFECTIVENESS

There are two purposes and uses of evaluation of teaching effectiveness:

1. diagnostic for such purposes as encouragement, probable/possible improvement and/or development; and
2. decision-making for such purposes as salary adjustment, promotion, tenure, and/or course assignments.

The chair/dean and the faculty member will determine in writing how the total evaluation of teaching effectiveness will be used in the total faculty assessment in a manner consistent with unit bylaws.

2.7.3 TEACHING EVALUATION PROCESSES

2.7.3.1 Student Evaluation of Teaching Effectiveness

Each academic year the departmentally approved student evaluation instrument (which could include essay and/or objective type questions) will be used by students for each course taught by the faculty member during a semester of that academic year with the following exception for tenured faculty members. Should the results over a period of three consecutive years yield essentially the same response for an individual faculty member, then it will be his/her choice to waive the evaluation for the following year or years; however, each faculty member must be evaluated at least one semester of every three year period. The results of the three most recent evaluations will be used as part of all subsequent faculty assessments of the faculty member and be kept in the faculty member's file in the immediate supervisor's office. Prior evaluations may be removed only at the request of the faculty member.

No summary numerical score need be derived from the completed evaluation forms when reflected as part of the faculty assessment. Results are communicated only to the faculty member and to the chair/dean. Such results may be forwarded to other appropriate administrative levels only if they are used in the context of the comprehensive faculty assessment.

2.7.3.2 Other Evaluation(s) of Teaching Effectiveness

The chair/dean and the faculty member will determine in writing what will constitute other means of evaluating teaching effectiveness as part of the chair/dean - faculty member review.

2.8 PROMOTION

2.8.1 CRITERIA FOR PROMOTION

Criteria for promotion to the different academic ranks are complex. Each faculty rank has its own distinctive requirements, but the university has established the following general criteria.