

UNIVERSITY OF ALASKA ANCHORAGE

The
School of Allied Health

FACULTY EVALUATION GUIDELINES

This document is to be used with the United Academic Collective Bargaining Agreement, University of Alaska Board of Regents Policy and the University of Alaska Anchorage Faculty Evaluation Policies and Procedures, , and faculty evaluation policies and procedures that relate to faculty appointment, review, promotion, and tenure. If there is a conflict between the School of Allied Health Faculty evaluation policies and procedures and the policies, the policies will prevail.

Approved by the School of Allied Health faculty on 26 March, 2018
Approved by COH Associate Dean Andre Rosay on 26 March 2018
Approved by Interim Provost John Stalvey on July 31, 2018

School of Allied Health

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SCHOOL OF ALLIED HEALTH
FACULTY EVALUATION POLICIES AND PROCEDURES

Introduction

Mission statements of the University of Alaska Anchorage (UAA) and the College of Health (COH) inherently suggest the development of a constructive faculty review process. This process designates clear criteria for faculty professional development relative to University recognition of progression toward tenure, periodic review, and promotion.

Faculty members are reviewed for particular participation in the development, dissemination, and application of knowledge and skills by demonstrating quality instruction, provision of quality programs, and active participation in service to the unit/department, college, university, and community.

The review procedures were developed with the basic assumption of trust that all eligible faculty members will be tenured and promoted when requirements for such advancement have been satisfied.

The review process is intended for all faculty members to present their particular accomplishments for review when applying for annual progression, fourth-year, tenure, post-tenure, or promotion. Data required for such a review may also be submitted by individual faculty members, if necessary, when one is considered for salary advancement.

University Policy mandates that the examination and evaluation of fa

Professional Development

The focus of the School of Allied Health is on health profession education. It is important that the faculty keep current with the advances in the content and technology of their discipline. As a part of the workload noted above, it is expected that each faculty member shall engage in professional development activities on a continuing, long-term basis. Professional development of faculty is considered important in order to stay current in their disciplines. As part of their professional development, faculty members are expected to meet, in a timely manner, any special conditions of employment included in their initial appointment letter.

Evaluation of Teaching Activities

The following information is intended as a general guide for candidates presenting their teaching activities and for the reviewers evaluating those activities. The quality and quantity of accomplishments are expected to increase with time in rank. The burden of evidence for demonstrating success before tenure or promotion to a higher rank rests with the candidate to present in the file. This list of activities is not a set of criteria nor is it exhaustive or weighted.

Instructor: An instructor demonstrates capable teaching and meets contractual obligations by;

Engaging

Participating

Performing

Executing

Conducts formal classroom teaching. This includes campus and off campus courses for which University credit is given and the number of student contact hours is defined.

Provides student advising of currently enrolled students as to course scheduling and matriculation.

Assistant Professor: Responds and contributes to identify educational needs primarily at the local level and takes action to improve their teaching effectiveness by:

conducting and facilitating, contributing to development, refining, improving, participating in professional development, and effectively teaching

Lectures and conducts classroom/lab activities that facilitate student learning.

Contributes to course and curriculum development.

Refines teaching practices.

Participates in teaching and learning professional development workshops.

Serves as an effective academic advisor to students.

Delivers distance courses and curriculum.

Provides other teaching experiences such as short courses offered by the computer center or guest lectures.

Develops and refines courses.

Associate Professor: Organizes, manages, and plays a key role in accomplishing tasks to meet educational needs beyond local levels and implements effective teaching strategies by:

Leading
Innovating
Planning
Organizing
Presenting
Establishing frameworks
Collaborating
Serves on thesis committees; provides program direction of graduate degree candidates.
Initiates new or revised curriculum.
Develops innovative ways of teaching subject matter.
Mentors other faculty in teaching and learning activities.
Plans, organizes, and leads teaching and learning or curriculum development workshops.
Effectively mentors diverse students toward academic, professional, and personal goals.
Develops exemplary internship or professional development programs.
Establishes frameworks for peer and student review of teaching, mentoring, and curriculum.
Collaborates with faculty on the development of teaching and learning materials.
Develops programs and curriculum.
Presents trainings or other seminars that are part of the assigned workload.
Develops presentations, laboratory manuals, media presentations, and distance education courses.
Supervises student teaching, practicum, internships or externships, adjunct faculty, or tutors.
Prepares program review, self-study report, or other accreditation document.

Evaluation of Academic Research and Creative Activity

Reviewers will evaluate a faculty member's work based on the outcomes of that work as evidenced by products, artifacts, or creative works appropriate to the faculty member's discipline, craft, or professional field. The candidate must demonstrate through the file that his or her activities meet the criteria for progression towards, periodic review of, or promotion to, the appropriate rank. The candidate should document the scope of the activity, the purpose and expected outcome, the level of responsibility, the time frame, and the budget as appropriate.

The nature of academic research and creative activities and the standards for evaluating their quality must combine the traditions, interests, and mission of specific disciplines with more general concerns of the University as a whole. It is important that the activities for different disciplines be defined and evaluated in a manner that faculty members, within and outside of the discipline, perceive as generally fair and reasonable. Faculty members within the discipline

Advises students and student organizations
Serves on committees
Participates in the planning or implementing of professionally relevant projects, programs, or curricular matter
Contributes to the climate of growth and scholarship of the campus/college by refining and improving instructional programs
Serves on committees within a professional or community organization

_____ Organizes, manages, and/or plays a key role in accomplishing tasks, planning, implementing effective strategies, programs, projects, or committee activities to meet service needs beyond the local level by:

Demonstrating
Facilitating
Adapting, revising, reviewing
Organizing
Delivering
Mentoring
Collaborating
Chairs or provides leadership on a campus/college committee
Serves as campus/college representative to a community or regional organization
Mentors or provides for the development of junior faculty
Provides service that makes an impact on the missions of the department, college and campus
Skillfully carries out administrative responsibilities
Administers laboratories
Supervises adjunct faculty, tutors, and student aides
Supports professional growth within the department, college and campus
Serves on a University committee
Participates in professional organizations

_____ Identifies initiates and plays a leadership role in developing and/or influencing solutions or policies to meet service needs at the highest levels. Provides leadership and/or designs effective strategies that are shared by:

Initiating
Leading
Developing
Innovating
Effectively mentoring
Planning
Organizing

