



UAR NUMBER:

TITLE:

ORIGINATOR(S):

INITIAL ADOPTION:

REVISION DATE(S):

AUDIENCE: (SELECT ALL THAT APPLY)

FACULTY

STAFF

STUDENTS

VENDORS

OTHER (SPECIFY):

PURPOSE:

SCOPE:

DESCRIPTION (INCLUDE DEFINITIONS):

1. Standardized instructional feedback instruments (“standard instruments”) will be selected by the Provost in consultation with the Faculty Senate, Chairs’ Forum, and Dean’s Council.
2. The standard instruments will be used each semester by each tenure-track faculty, according to approved guidelines.
3. Instructional feedback instruments (“departmental instruments”), which may be the same as or different from the standard instruments, will be selected by the tenured faculty of the Department or School and approved by the Dean of the College.
4. Departmental instruments will be used by each tenured and non-tenure-track faculty each semester according to guidelines established by the Chair or Associate Dean in consultation with the faculty of the Department or School and approved by the Dean of the College.
5. Standard instruments will be distributed and processed as directed by the Testing Center. Departmental instruments that are not standard instruments will be distributed and processed as directed by the Chair or Associate Dean. The Chair or Associate Dean will keep one copy of the results of each class of each faculty member and will send one copy to the faculty member. In handling these evaluation results, care shall be taken to protect their confidentiality.
6. The evaluation results produced under this policy will be used by Chairs and Associate Deans and faculty committees in accord with departmental FEPs when making recommendations and/or evaluations related to contract renewals for probationary faculty, for the re-employment of lecturers and part-time faculty, and for tenure and promotion decisions. These evaluations will also be used as appropriate by those making recommendations on merit increases, sabbaticals and educational leaves or for other such evaluations as may be needed to determine quality.
7. The departments and their faculty must develop additional approaches to evaluate and improve teaching.

APPROVED BY:

VICE PRESIDENT:



DATE: 7/12/18

APPROPRIATE INSTITUTIONAL REVIEW:

DATE: _____

PRESIDENT:



DATE: 7/12/18