

College of Education & Professional Studies Faculty Evaluation Rubric

1 Today's Date

(MM/DD/YYYY)

2 Department Name

- COM
- C&I
- ERDS
- FCS
- HPER
- SED
- TEC & ENG

3 First Name

4 Last Name

5 Academic Rank

- Full Professor
- Associate Professor
- Assistant Professor
- Instructor

6 Evaluation Period

- 2011-2012
- 2012-2013
- 2013-2014
- 2014-2015
- 2015-2016
- 2016-2017
- 2017-2018
- 2018-2019
- 2019-2020

7 Course Preparation & Delivery A

- Exceeds Expectations: Syllabi show integration of professional standards* in the course objectives, content area, and assessment portions of the syllabus in all courses. *National, State, and/or Institutional Standards
- Meets Expectations: Syllabi show integration of professional standards in both the course objectives and assessment portions of the syllabus in all courses.

- Below Expectations: Syllabi do not show an integration of professional standards in either the course objectives or assessment portions of the syllabus in one or more courses.
- Not Applicable: Select this rating if a faculty member's entire teaching load consists of courses that do not address standards.

8 Course Preparation & Delivery B

- Exceeds Expectations: Syllabi identify means to infuse and assess students' knowledge and skills related to three or more of the following: 1) collaboration, 2) communication, 3) critical thinking or problem solving, and 4) creativity or innovation.
- Meets Expectations: Syllabi identify means to infuse and assess students' knowledge and skills related to two of the following: 1) collaboration, 2) communication, 3) critical thinking or problem solving, and 4) creativity or innovation.
- Below Expectations: Syllabi identify means to infuse and assess students' knowledge and skills in less than two of the following: 1) collaboration, 2) communication, 3) critical thinking or problem solving, and 4) creativity or innovation.

9 Course Preparation & Delivery C

- Exceeds Expectations: Three (3) or more instructional strategies are identified in syllabi and utilized in all courses. Instructional strategies include case studies, projects, simulations, and other best practices in the discipline.
- Meets Expectations: Two (2) instructional strategies are identified in syllabi and utilized in all courses.
- Below Expectations: Fewer than two (2) instructional strategies are identified in syllabi and utilized in courses.

10 Course Preparation & Delivery D

- Exceeds Expectations: Three (3) or more types of instructional technology are identified in syllabi and utilized (all courses). Instructional technologies include excel spreadsheets, PowerPoint development, computer analyses, graphic design, website design, video and audio productions, software development, etc.
- Meets Expectations: Two (2) types of instructional technology are identified in syllabi and utilized (all courses).
- Below Expectations: Fewer than two (2) types of instructional technology are identified in syllabi and utilized (all courses).

11 Course Preparation & Delivery E

- Exceeds Expectations: Instructor implements and can articulate steps taken to improve teaching based on assessment data and documented observations. Assessment data: assessments of national, state or institutional standards. Documented observations: student evaluation narratives, peer evaluations, and/or department head evaluations.
- Meets Expectations: Instructor implements and can articulate steps taken to improve teaching based on documented observation.
- Below Expectations: Instructor was unable to implement steps to improve teaching.

12 Professional Development

- Exceeds Expectations: Instructor has participated in more than two workshops, seminars, etc. and provides an explanation of how this PD has helped to develop him or her professionally.
- Meets Expectations: Instructor has participated in two workshops, seminars, etc. and provides an explanation of how this PD has helped to develop him or her professionally.
- Below Expectations: Instructor was unable to participate in PD or participated but failed to explain how this PD helped to develop him or her professionally.

13 Student Evaluations

- Exceeds Expectations: Student evaluation scores (average for all courses taught) range from 4.3 to 5.0.
- Meets Expectations: Student evaluation scores (average for all courses taught) range from 3.8 to 4.29.
- Below Expectations: Student evaluation scores (average for all courses taught) are 3.79 or below.

14 Recent Professional Experience (Education Methods Faculty Only)

- Exceeds Expectations: Faculty member taught* more than five (5) class sessions in a public or private school. *Team-taught, substitute taught, etc.
- Meets Expectations: Faculty member taught* five (5) class sessions in a public or private school.
- Below Expectations: Faculty member did not teach or taught less than five class sessions in a public or private school.
- Not Applicable: Faculty member is not responsible for teacher education methods course content.

15 Department Head's Overall Assessment of Teaching Effectiveness

- Exceeds Expectations
- Meets Expectations
- Below Expectations

16 Comments: Teaching Effectiveness

17 Advisement

- Exceeds Expectations: Maintains complete* and detailed** records of student advisement *Up to date check sheet and documentation of advisement session for each semester student is enrolled; **Additional advisement pertaining to graduation requirements (e.g., documentation of advisement regarding Praxis II, ECE, etc.
- Meets Expectations: Maintains complete* records of student advisement * Up to date check sheet and documentation of advisement session for each semester student is enrolled
- Below Expectations: Student advisement records are inconsistently kept.

18 Advisement (Student Evaluation)

- Exceeds Expectations:
- Meets Expectations:
- Below Expectations:

19 Department Head's Overall Assessment of Advisement

- Exceeds Expectations
- Meets Expectations
- Below Expectations

20Comments: Advisement**21Peer-Reviewed Publications**

- Exceeds Expectations: Provides evidence of at least one meritorious* publication in the professional area related to degree or teaching field. *Major journal in field or book or chapter in a book
- Meets Expectations: Provides evidence of at least one appropriate publication in the professional area related to degree or teaching field.
- Below Expectations: Provides no evidence of appropriate publications in the professional area related to degree or teaching field.

22Presentations to Colleagues in Scholarly or Professional Forums

- Exceeds Expectations: Faculty member provides evidence of one or more presentations at a national/international, refereed (or invited) meeting
- Meets Expectations: Faculty member provides evidence of one or more presentations at a regional, state, or local refereed (or invited) meeting.
- Below Expectations: Faculty member did not present at a national/international, regional, state, or local refereed (or invited) meeting.

23Travel and Self Improvement Grants (Tenure Track Faculty Only)

- Exceeds Expectations: Faculty member was awarded a TSIG.
- Meets Expectations: Faculty member submitted documents for a TSIG.
- Below Expectations: Faculty member did not submit documents for a TSIG.
- Not Applicable: Faculty member was not eligible for travel grant submission.

24Grants (Tenure Track Faculty Only)

- Exceeds Expectations: Faculty member was awarded a grant.
- Meets Expectations: 1) Faculty member (serving as the principal PI) has documented evidence of a grant submission. 2) Faculty member was listed and had substantive responsibilities in an awarded grant.
- Below Expectations: Faculty member did not meet expected criteria for grants.
- Not Applicable: Faculty member is non-tenure track.

25Department Head's Overall Assessment of Scholarship

- Exceeds Expectations
- Meets Expectations
- Below Expectations

26Comments: Scholarship

27 University Service A

- Exceeds Expectations: Chaired/Co-Chaired a program, departmental, college, and/or university committee(s).
- Meets Expectations: Was an active member of assigned departmental, college, and/or university committee(s).
- Below Expectations: Was a non-active member of assigned departmental, college, and/or university committee(s).

28 University Service B

- Exceeds Expectations: Attended at least 90% of all scheduled committee meetings (program, departmental, college, or university committees).
- Meets Expectations: Attended at least 75% of all scheduled committee meetings.
- Below Expectations: Attends less than 75% of scheduled committee meetings.

29 University Service C

- Exceeds Expectations: Participated in additional university, college, department initiatives* beyond those assigned. *Preview Day, Commencement, Early Bird Registration, etc.
- Meets Expectations: Participated in assigned university, college, department initiatives.
- Below Expectations: Did not participate in assigned university, college, and/or department initiatives.

30 Professional Organization Service

- Exceeds Expectations: Served as an officer in a professional organization; served as a chairperson on a committee within a professional organization; and/or served as a member of local, state, or national accreditation team, advisory board, or editorial board.
- Meets Expectations: Membership in at least one professional organization.
- Below Expectations: No professional memberships.

31 Community Service A

- Exceeds Expectations: Served as a chairperson of a community based committee. The work was professionally aligned with the faculty member's area of expertise related to degree or teaching field. Note: "Community based" committee is defined as working with a school system, industry, and or discipline appropriate agency.
- Meets Expectations: Served as a member of a community based committee. The work was professionally aligned with the faculty member's area of expertise related to degree and teaching field. Note: "Community based" committee is defined as working with a school system, industry, and or discipline appropriate agency.
- Below Expectations: No evidence of professionally based community involvement. Note: "Community based" committee is defined as working with a school system, industry, and or discipline appropriate agency.

32 Community Service B

- Exceeds Expectations: Provided leadership or participated in two or more workshops, seminars, program initiatives, etc. to the community that were aligned with the faculty member's area of expertise related to degree or primary teaching field.
- Meets Expectations: Provided leadership or participated in a workshop, seminar, program initiatives, etc. to the community that was aligned with the faculty member's area of expertise related to degree or primary teaching field.
- Below Expectations: No evidence of professionally based community involvement.

33 Department Head's Overall Assessment of Service

- Exceeds Expectations
- Meets Expectations
- Below Expectations

34 Comments: Service

35 Exhibits professional behavior to colleagues--Comments:

36 Exhibits professional behavior to staff--Comments:

37 Exhibits professional behavior to students--Comments:

38 Exhibits professional behavior to administration--Comments:

**39 Exhibits professional behavior in relation to required changes in responsibilities--
Comments:**

40 Follows required expectations of employment (e.g. meeting classes as scheduled, serving on committees, involved in scholarly activities, etc.) with positive attitude--Comments:

41 Overall Annual Evaluation

- Exceeds Expectations
- Meets Expectations
- Falls Below Expectations

42 Improvements & Commendations: Teaching Effectiveness

43 Improvements & Commendations: Advisement

44 Improvements & Commendations: Scholarly Activity

45 Improvements & Commendations: Service

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46Improvements & Commendations: Professional Dispositions

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47Improvements & Commendations: Other

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48I hereby acknowledge that I have participated in the Faculty Annual Assessment conference. I am aware that I have ten (10) days to present a written response.

Please provide the faculty member with a copy of this rubric once the Department Head and Faculty Member have signed below.