

Link 1P11-1

Processes for Effective Teaching and Learning

Course and Faculty Evaluations

In order to promote open communication between students and faculty and to maintain high levels of instruction and student learning, faculty in all courses give students the opportunity for written course evaluations at mid-term. Faculty discuss with students the mid-term evaluations in light of course goals in order to provide on-going assessment of the teaching/learning process. Final course evaluations, given at the end of course, are confidential, kept in the office of the VPAA or the VP for Extended Sites, and not distributed to faculty until after final grades are posted. When released, faculty analyze results and make teaching improvements or curriculum changes when warranted. VPs monitor results and discuss problem areas or trends with department chairs for their follow-up with faculty.

Rank and Tenure Process

Rank and Tenure Committee makes recommendations for promotion and/or tenure based on teaching, scholarship, and service criteria, with teaching and advising effectiveness heavily weighted. Major areas of review are knowledge of subject matter, pedagogical techniques, advising, and out of class activities with students. Candidates provide evidence for each in their teaching portfolio. Guidelines and criteria are outlined in the Faculty Evaluation section of the Faculty Handbook.

Post-Tenure Review

Using Ernest Boyer's "scholarship of teaching" framework, USM has adopted policy and procedures to monitor ongoing teaching effectiveness and scholarship. Every five years after tenure, faculty formally analyze their work and provide evidence for teaching as discovery, integration, application, and in classroom time. Faculty document their growth, inquiry, and innovations and present their accomplishments for peer evaluation through the Rank & Tenure Committee. The VPAA, President, and BOT present public commendations for successful reviews and faculty are invited to present their accomplishments at University sponsored colloquia. (See detailed criteria [Faculty Evaluation section of the Faculty Handbook](#).)

Annual Report & Program Review Highlights

Systems	Criteria & Standards
<p>Annual Report <i>Relevance and Currency</i></p>	<p>Formal procedure to assure the relevance and currency of your curricula by analyzing:</p> <ul style="list-style-type: none"> • Essential competencies for the workforce and professions • Input from students, alumni, employers, external constituencies • Professional organizations and learned societies
<p>Annual Report <i>Curriculum and Instruction</i></p>	<p>Identify how the program:</p> <ul style="list-style-type: none"> • helps students to learn and function in a technological society • helps students to learn and function in a global, diverse society • defined curricular content and strategies for instruction • demonstrated openness to innovative practices that enhance learning • responds to and supports research on teaching methodologies and learning styles that affect student learning and delivery of instruction
<p>Annual Report <i>Assessment</i></p>	<p>Describe ways faculty:</p> <ul style="list-style-type: none"> • defined strategies for assessing student learning • used assessment results to improve curriculum and pedagogy • give evidence of student achievement of learning goals
<p>Annual Report <i>College Initiatives</i></p>	<p>Describe ways program has advanced:</p> <ul style="list-style-type: none"> • Applied liberal arts (connection of learning to real life phenomena) • Career preparation (career tracks, internships, practicums, service learning) • Pedagogical change (issue and problem-based, interdisciplinary approaches, case studies, shared research, discovery learning, group projects, engaged classrooms, etc.) • Outcomes assessment
<p>Program Review</p>	<p>Every 5 years, faculty/dept chairs and outside reviewers evaluate programs based on established criteria: # of majors, analysis of learning outcomes, curriculum improvements, faculty expertise, professional standards, student achievement, improvement recommendations</p>