

Performance Evaluation of Tenured Faculty

Department of Mathematics and Statistics

Sam Houston State University

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(Revised 2016)

Preface

In accordance with Section 51.942 of the Texas Education Code, this document establishes *appropriate minimum standards of performance* for tenured faculty in the Department of Mathematics and Statistics.

Introduction

The guidelines set forth in this document are for the purposes of periodic performance evaluation as described in Section 3 of the Academic Policy Statement on The Performance Evaluation of Tenured Faculty. These guidelines are designed to determine whether the faculty member being evaluated has met *minimum* standards as a tenured member of the Department of Mathematics and Statistics. This evaluation is *not* designed to replace the current, detailed annual FES-based evaluation for the purposes of merit, promotion, and tenure consideration for probationary faculty.

Context

The faculty of the Department of Mathematics and Statistics emphasize Value (a) listed in the Preface of the Academic Policy Statement on The Performance Evaluation of Tenured Faculty that the process should avoid any genuine infringement on academic freedom and Value (d) that it should be operated in such a way as to present no threat to the essential institution of academic tenure. The necessity of this emphasis and the importance of the institution of tenure are reflected in the following three paragraphs from the Preamble to the 1940 statement on academic freedom and tenure endorsed by 168 professional associations including Association of American Colleges and Universities, American Association for Higher Education, American Association of University Professors, a wide variety of discipline-specific associations and associations of academic administrators by level (e.g., deans, deans of Arts and Sciences, etc.).

“Institutions of higher education are conducted for the common good and not to further the interest of either the individual teacher (...) or the institution as a whole. The common good depends upon the free search for truth and its free exposition.

Academic freedom is essential to these purposes and applies to both teaching and research. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the student to freedom in learning. It carries with it duties correlative with rights.

Tenure is a means to certain ends; specifically: (1) freedom of teaching and research and of extramural activities, and (2) a sufficient degree of economic security to make the profession attractive to men and women of ability.

Freedom and economic security, hence, tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society.”

Realizing that Academic Freedom and the institution of tenure carry certain responsibilities and duties, and in response to Section 51.942 of the Texas Education Code, the faculty of the Department of Mathematics and Statistics define in this document a *minimum* standard of appropriate performance for evaluative purposes. The major focus of the five-year faculty review is to ensure that each tenured faculty in the Department of Mathematics and Statistics is performing up to an appropriate minimum standard with regard to the responsibilities and duties of the institution of tenure.

Tenured Faculty Performance Review

1. Process

- a. Completion of annual FES forms by faculty member
- b. Completion of annual Tenured Faculty Performance Review Form (TFPRF) to indicate appropriate minimum performance over the five year period leading to the review year
- c. Review by tenured faculty of faculty member’s TFPRF’s from preceding five years
- d. Vote by tenured faculty on whether the faculty member under review has met the minimum standard of performance
- e. The timeline will be in accordance with Section 3 of the Academic Policy Statement on The Performance Evaluation of Tenured Faculty.

2. Standards

Minimum standards for faculty in the Department of Mathematics and Statistics consist of meeting teaching obligations and ten (10) listed activities on the TFPRF over the five-year period leading to the review. Note that any type of listed activity may be used again in successive years.

The TFPRF should be completed annually and no more than 3 items from the form should be checked. If deemed necessary by the faculty member, appropriate activities not appearing on the form may also be listed. The limitation to checking 3 activities per year (at most 15 over five years) is intended to reflect *conformance to minimum standards*. It is emphasized that these forms should not be used when evaluating faculty for the purposes of merit or promotion.

Tenured Faculty Performance Review Activities List

Year: _____

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1.	Development of a new course or new materials to be used in a course. This would typically include development and teaching of a new course however it is also recognized that a new course or new course materials may be developed in cooperation with others and not all persons with active participation in the development would be able to teach the course.
2.	Participation in a mini-course or workshop or formal continued education activities on topics related to professional development. Such workshops or mini-courses could be devoted to the development of a new course, advances in current subject matter or pedagogy, or a new subject area for the participant.
3.	Development or implementation of innovative teaching strategies. It is recognized that the development and implementation of innovative teaching strategies may be separate activities.
4.	University level, college level, or departmental level committee service.
5.	Service on the faculty senate.
6.	Activities supporting local, regional, state or national conferences, workshops or seminars, such as attendance, organizing committee, session chair, etc.
7.	Participation in formal activities aimed at student recruitment.
8.	Departmental administrative duties such as class scheduling, lab coordination, program or course coordination, departmental liaison to other departments or programs.
9.	Consulting activities within the department, within the university, or unreimbursed consulting outside of the university. (A modest honorarium is not considered a reimbursement for consulting.)
10.	Formal student advising.
11.	Student support activities such as student club sponsor or regular math tutoring.
12.	Develop and maintain course files for faculty or student use.
13.	Thesis advisor, undergraduate student research project advisor, or other supervision of student research.
14.	Grant or contract proposal development and submission or other activities that may lead to the acquisition or development of facilities, equipment, or other resources.
15.	Book or article submission.
16.	Service activities related to academic publication such as textbook review, journal editor, proceedings editor, or article review.
17.	Local, regional, state or national presentations. This can include presentations at conferences, seminars, colloquia, in-service workshops, or academic lectures or seminars presented to community or university groups.
18.	Professional organization officer, committee member, or other formal service to a professional organization.
19.	Service to local, regional or state schools or school organizations e.g. science fair judging, academic challenge judge.
20.	Service related to Master's or Doctoral committees.