Teaching Faculty Categories

- **Lab instructor**: expert university teacher who assists faculty in teaching (may do some teaching on own)
- **Lecturer**: expert university teacher with full responsibility for teaching
- **Senior lecturer**: superior university teacher and leader in curriculum development and/or pedagogy

Initial Continuing Appointment: Probation

- 12 months probation
- End 2nd semester, review by TARC (TPC + teaching appointment rep)
- Satisfactory review = continuing position after 12 months & 1 career progress step
- Unsatisfactory review = probation extended 12 months with supplementary review after 4th semester & no career progress
- Can appeal a negative decision
Most Initial Assessments Positive. If not, Probation Extended 1 Year:

- If negative assessment, Chair must provide a written statement of
  - Unsatisfactory aspects of performance
  - Expected standard of performance
  - Criteria for measuring performance
- Contact SFUFA if negative decision received
- Can appeal to Dean
- 2nd review (if required) at end of 4th semester

Criteria for Evaluation: Probation, Promotion, Salary Review

- Teaching & associated duties (course & curriculum development)
- Currency in discipline; scholarship of teaching and learning
- Service
- No requirement for research activity
- By policy, summary of activities or c.v. update to department chair by Jan 15 annually
Evaluation Criteria: Teaching

Policy criteria include
- Preparation & instruction of classes
- Supervision of teaching assistants and laboratory instructors
- Curriculum development
- Other associated duties

Evaluation Criteria: Teaching Dossier

- Every teaching appointment required to maintain a teaching dossier (or teaching portfolio) & update it each academic year

(A requirement honoured more in the breach than in the observance - but this could change & you could be penalized for not maintaining one)

- Resources:
  [http://www.caut.ca/cuasa/dossier.html](http://www.caut.ca/cuasa/dossier.html)
Why a Teaching Dossier/ Portfolio?

- Avoids total reliance on student evaluations
- Means of promoting your teaching and educating members of the TPC
- Means of drawing attention to growth and improvement in teaching (may be crucial for probationary reviews & promotion)

Currency in the Discipline

- Clarify how you maintain currency, list professional development activities, indicate how others draw upon your expertise
- Consider including your plans for an up-coming 1-in-9 non-teaching semester
- If you have them, include accomplishments that demonstrate your involvement in research and scholarship
Research & Scholarship

- Significant value to activities and publications related to the scholarship of teaching and learning
- Research activity in content area can be a double-edged sword; may be seen as positive OR as taking time away from teaching

Service

- Departmental service is generally expected; if you aren’t being asked, volunteer (in writing)
- You should also receive credit for service to your Faculty, the University, your discipline, SFUFA, and relevant service to the community
A Final Word on Evaluation Criteria

- Every department has evaluation criteria for tenure and promotion that have been ratified by the tenure-track faculty
- This document may give insight into how the members of the TPC are likely to evaluate teaching and service