

**UAF REGULATIONS FOR THE EVALUATION OF FACULTY:
INITIAL APPOINTMENT, ANNUAL REVIEW, REAPPOINTMENT,
PROMOTION, TENURE, AND SABBATICAL LEAVE**

AND

FISHERIES DIVISION UNIT CRITERIA

STANDARDS AND INDICES

THE FOLLOWING IS AN ADAPTATION OF UAF AND BOARD OF REGENTS (BOR) CRITERIA FOR PROMOTION AND TENURE, SPECIFICALLY DEVELOPED FOR USE IN EVALUATING FACULTY IN THE FISHERIES DIVISION OF THE SCHOOL OF FISHERIES AND OCEAN SCIENCES. CAPITALIZED TEXT REFLECTS ADDITIONS AND CLARIFICATIONS TO UAF REGULATION. THESE UNIT CRITERIA ARE FOR USE IN THE ANNUAL EVALUATION OF FACULTY AS WELL AS PROMOTION AND TENURE.

CHAPTER I

Purview

The University of Alaska Fairbanks document, "Faculty Appointment and Evaluation Policies", supplements the Board of Regents policies and describes the purpose, conditions, eligibility, and other specifications relating to the evaluation of faculty at the University of Alaska Fairbanks (UAF). Contained herein are regulations and procedures to guide the evaluation processes and to identify the bodies of review appropriate for the university.

The University, through the UAF Faculty Senate, may change or amend these regulations and procedures from time to time and will provide adequate notice in making changes and amendments.

These regulations shall apply to all of the units within the University of Alaska Fairbanks, except in so far as extant collective bargaining agreements apply otherwise.

The provost is responsible for coordination and implementation of matters relating to procedures stated herein.

CHAPTER II

Initial Appointment of Faculty

A. Criteria for Initial Appointment

Minimum degree, experience, and performance requirements are set forth in "UAF Faculty Policies," Chapter IV. Exceptions to these requirements for initial placement in academic rank or special

academic rank positions shall be submitted to the Chancellor or Chancellor's designee for approval prior to a final selection decision.

B. Academic Titles

Academic titles must reflect the discipline in which the faculty are appointed.

C. Process for Appointment of Faculty with Academic Rank

Deans or schools and colleges, and directors when appropriate, in conjunction with the faculty in a unit shall establish procedures for advertisement, review and selection of candidates to fill any vacant faculty position. These procedures are set by UAF Human Resources and the Campus Diversity and Compliance (AA/EEO) office and shall provide for participation in hiring by faculty and administrators as a unit.

D. Process for Appointment of Faculty with Special Academic Rank

Deans and/or directors, in conjunction with the faculty in a unit, shall establish procedures for advertisement review and selection of candidates to fill any faculty positions as they become

member's professional obligation: mastery of subject matter; effectiveness in teaching; achievement in research, scholarly, and creative activity; effectiveness of public service; effectiveness of university service; demonstration of professional development and quality of total contribution to the university.

For purposes of evaluation at UAF, the total contribution to the university and activity in the areas outlined above will be defined by relevant activity and demonstrated competence from the following areas: 1) effectiveness in teaching; 2) achievement in scholarly activity; and 3) effectiveness of service, INCLUDING CURATION.

Bipartite Faculty

Bipartite faculty are regular academic rank faculty who fill positions that are designated as performing two of the three parts of the university's tripartite responsibility.

The dean or director of the relevant college/school shall determine which of the criteria defined above apply to these faculty. Bipartite faculty may voluntarily engage in a tripartite function, but they will not be required to do so as a condition for evaluation, promotion, or tenure.

B. Criteria for Instruction

A central function of the university is instruction of students in formal courses and supervised study.

- e. demonstrate content mastery, discuss current information and divergent points of view, relate topics to other disciplines, deliver material at AN appropriate level;

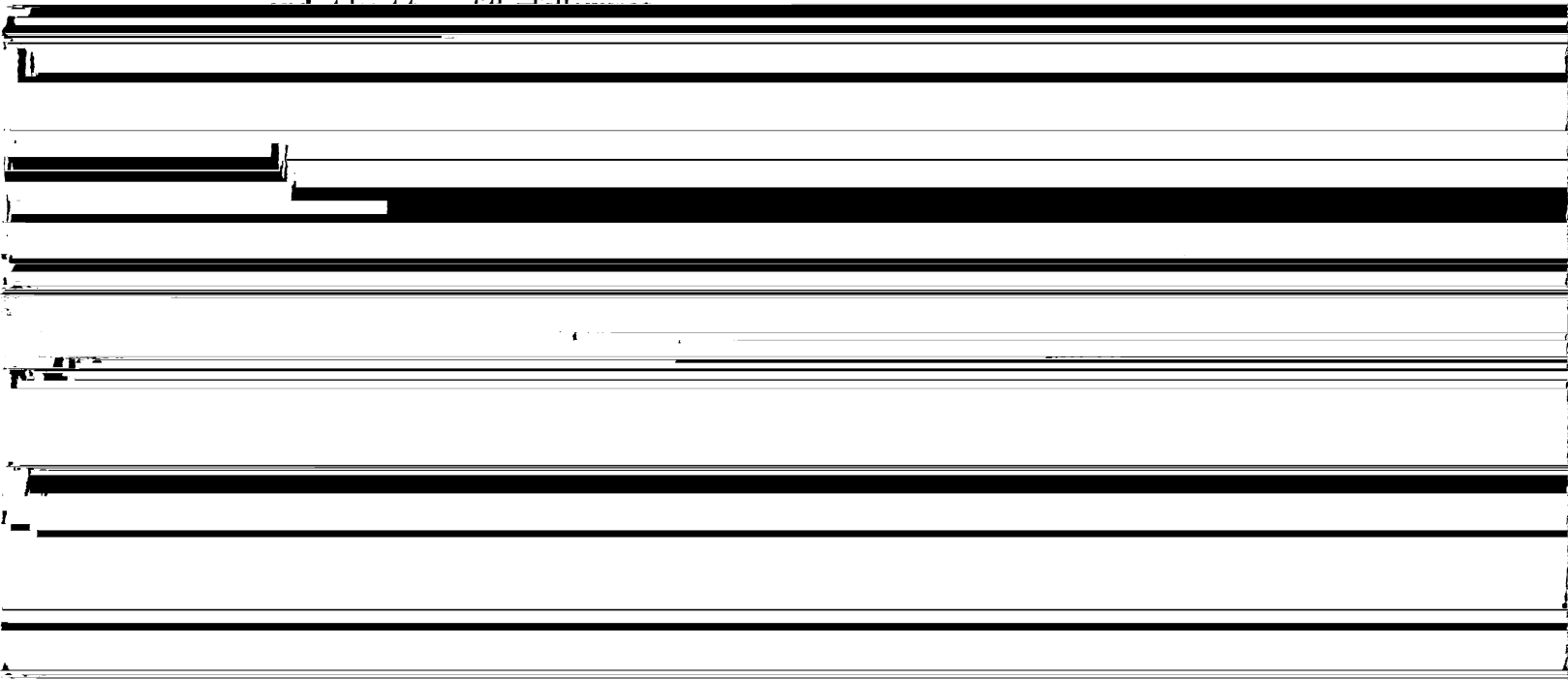
IN ADDITION, EFFECTIVE TEACHERS WILL DEMONSTRATE SOME, BUT NOT NECESSARILY ALL, OF THE FOLLOWING CHARACTERISTICS IN AN INDIVIDUAL YEAR:

- a. regularly develop new courses, workshops and seminars and use a variety of methods of instructional delivery and instructional design;
- b. may receive prizes and awards for excellence in teaching;
- c. SUCCESSFULLY MENTOR GRADUATE STUDENTS;
- d. MAY WRITE TEXT BOOKS, TEXTBOOK CHAPTERS, OR ARTICLES ON TEACHING METHODS, DEVELOP CASE STUDIES, ORGANIZE TEACHING WORKSHOPS, OR PREPARE COURSE MODULES FOR BROAD DISTRIBUTION.

2. Components of Evaluation

Effectiveness in teaching will be evaluated through information on formal and informal teaching, course and curriculum material, recruiting and advising, training/guiding graduate students, etc., provided by:

- a. systematic student ratings, i.e. student opinion of instruction summary forms,



- c. peer/department chair classroom observation(s),
- d. peer/department chair evaluation of course materials.

TEACHING IS AN IMPORTANT ROLE OF FISHERIES DIVISION FACULTY. FACULTY MEMBERS DISCHARGE THEIR RESPONSIBILITY BY TEACHING FORMAL COURSES, ADVISING UNDERGRADUATE AND GRADUATE STUDENTS, DIRECTING INDEPENDENT STUDIES (497 OR 697), SUPERVISING EXPERIENTIAL LEARNING AND INTERNSHIPS, AND CONDUCTING INFORMAL COURSES OR WORKSHOPS. TEACHING AND ADVISING GRADUATE STUDENTS IS MORE DEMANDING THAN

ADVISING GRADUATE STUDENTS WHO ARE BASED IN SFOS. ADDITIONAL EVIDENCE OF EFFECTIVE TEACHING AND MENTORING INCLUDES RESULTS OF STUDENT EVALUATIONS, PEER-

PRESENTATIONS AT REGIONAL, NATIONAL AND INTERNATIONAL MEETINGS; AND AWARDS TO STUDENTS.

RECOGNIZING THAT WORKLOAD ASSIGNMENTS VARY AMONG FACULTY MEMBERS THE GUIDELINE EXPECTATION IS THAT EACH CANDIDATE FOR TENURE AND PROMOTION TO ASSOCIATE PROFESSOR SHOULD BE ABLE TO IDENTIFY AT LEAST TWO SUCCESSFUL GRADUATE STUDENTS

WHICH WERE GRADUATED OR RECEIVED DEGREES UNDER HIS OR HER SUPERVISION (AS COMMITTEE CHAIR OR CO-

2. Components of Research, Scholarly and Creative Activity

Evidence of excellence in research, scholarly and creative activity may be demonstrated through

but not limited to:

- a. Books, reviews, monographs, bulletins, articles, proceedings and other scholarly works published by reputable journals, scholarly presses, and publishing houses that accept works

only after rigorous review and approval by peers in the discipline.

- b. Competitive grants and contracts to finance the development of ideas; these grants and contracts being subject to rigorous peer review and approval.

FIGURES DIVISION FACULTY ARE EXPECTED TO AUTHOR AN AVERAGE OF AT LEAST ONE

REFEREED PUBLICATION PER YEAR. THUS CANDIDATES FOR TENURE AND PROMOTION TO ASSOCIATE PROFESSOR ARE EXPECTED TO HAVE AUTHORED AT LEAST SIX REFEREED PUBLICATIONS; CANDIDATES FOR PROMOTION TO PROFESSOR ARE EXPECTED TO HAVE AT LEAST NINE REFEREED PUBLICATIONS. THESE EXPECTATIONS SHOULD BE

1. Public Service

Public service is the application of teaching, research, and other scholarly and creative activity to constituencies outside the University of Alaska Fairbanks. AMONG OTHERS, THESE CONSTITUENCIES INCLUDE MEMBERS OF FISHING COMMUNITIES, SEAFOOD INDUSTRY, AND OTHER FISHERY STAKEHOLDERS. It includes all activities that extend the faculty member's professional, academic, or leadership competence to these constituencies. It can be instructional, collaborative, or consultative in nature and is related to the faculty member's discipline or other publicly recognized expertise. Public service may be systematic activity that involves planning with clients and delivery of information on a continuing, programmatic basis. It may also be

informal, individual, professional contributions to the community or to one's discipline, or other activities in furtherance OF the goals and mission of the university and its units. Such service may

occur on a periodic or limited-term basis. Examples include, but are not limited to:

- a. Providing information services to adults or youth, INCLUDING ANSWERING QUESTIONS AND SOLVING PROBLEMS POSED BY THE PUBLIC AND THE INDUSTRY REGARDING FISHERIES, SEAFOOD SCIENCE AND MARINE RESOURCES.
- b. Service on or to government or public committees.
- c. Service on accrediting bodies.
- d. Active participation in professional organizations.

- c. Service as department chair, or term-limited and part-time assignment as assistant/associate dean in a college, school, OR PROGRAM.
- d. Participation in accreditation reviews.
- e. Service on collective bargaining unit committees or elected office.
- f. Service in support of student organizations and activities.
- g. Academic support services such as library and museum programs.
- h. Assisting other faculty or units with curriculum planning and delivery of instruction, such as serving as guest lecturer.
- i. Mentoring.
- j. Prizes and awards for excellence in university service.

3. Professional Service

- a. Editing or refereeing articles or proposals for professional journals or organizations.
- b. Active participation in professional organizations.
- c. Active participation in discipline-oriented service organizations.
- d. Committee chair or officer of professional organizations.
- e. Organizer, session organizer, or moderator for professional meetings.
- f. Service on a national or international review panel or committee.

1. ~~OTHER SERVICE: CURATION~~

d. MAINTAINING APPROPRIATE PERMITS (AS NEEDED FOR THE COLLECTIONS);

~~APPROPRIATE COLLECTIONS MANAGEMENT, STUDENT EMPLOYERS, AND VOLUNTEERS~~

- f. WORKING WITH PUBLIC PROGRAM STAFF TO CREATE EXHIBITS AND EDUCATIONAL ACTIVITIES APPROPRIATE TO THE COLLECTION;
- g. PURSUING FUNDING FOR COLLECTIONS GROWTH AND MAINTENANCE;
- h. PRODUCING CURATORIAL OR COLLECTIONS-RELATED PUBLICATIONS, REPORTS, AND/OR MANUALS;
- i. ENSURING UNIVERSITY COMPLIANCE WITH STATE AND FEDERAL LAWS AND INTERNATIONAL TREATIES AND AGREEMENTS THAT PERTAIN TO THE COLLECTION.

SPECIFIC CRITERIA FOR CURATORIAL PERFORMANCE:

ASSISTANT PROFESSOR AND CURATOR

~~EVIDENCE OF CURATORIAL ABILITY AND A COMMITMENT TO DEVELOPING AND MANAGING~~

- d. CURATORS WILL ACTIVELY SUBMIT GRANT APPLICATIONS FOR EXTERNAL SUPPORT FOR THEIR CURATORIAL ACTIVITIES AND COLLECTIONS-BASED RESEARCH.

ASSOCIATE PROFESSOR AND CURATOR

CONSISTENT CONTRIBUTIONS TO INTERPRETIVE (EDUCATION AND EXHIBITION) ACTIVITIES OF THE MUSEUM, RESPONSE TO COLLECTION-RELATED INQUIRIES (FROM OTHER PROFESSIONALS, THE PUBLIC, AND STATE AGENCIES) AND/OR DEVELOPMENT OF INTERPRETIVE MATERIALS FOR THE PUBLIC-AT-LARGE ARE EXPECTED. USE OF THE COLLECTIONS FOR TEACHING AND/OR RESEARCH MUST BE EVIDENT. ACTIVE SOLICITATION FOR EXTERNAL FUNDS TO SUPPORT CURATORIAL ACTIVITIES AND COLLECTIONS-BASED RESEARCH MUST BE EVIDENT

PROFESSOR AND CURATOR

SIGNIFICANT DEVELOPMENT OF THE COLLECTIONS UNDER THE CURATOR'S CARE IS EXPECTED.