

The UAF Faculty Senate passed the following at Meeting #198 on April 7, 2014:

MOTION:

The UAF Faculty Senate moves to reaffirm the Unit Criteria for the Department of Foreign Languages

and Literatures.

EFFECTIVE: Fall 2014
 Upon Chancellor Approval

RATIONALE: The Unit Criteria Committee reviewed the unit criteria which were submitted by the Department of Foreign Languages and Literatures. The unit criteria were found to be consistent with UAF guidelines.

******[Signature]******

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**UAF REGULATIONS FOR THE APPOINTMENT AND EVALUATIONS OF FACULTY
AND DEPARTMENT OF FOREIGN LANGUAGES & LITERATURES UNIT CRITERIA,
STANDARDS, AND INDICES**

THE FOLLOWING IS AN ADAPTATION OF UAF AND BOARD OF REGENTS' CRITERIA FOR ANNUAL REVIEW, PRE-TENURE REVIEW, POST-TENURE REVIEW, PROMOTION, AND TENURE, SPECIFICALLY ADAPTED FOR USE IN EVALUATING THE FACULTY OF THE FOREIGN LANGUAGES & LITERATURES DEPARTMENT. ITEMS IN BOLDFACE ITALICS ARE THOSE SPECIFICALLY ADDED OR EMPHASIZED BECAUSE OF THEIR RELEVANCE TO THE DEPARTMENT'S FACULTY, AND BECAUSE THEY ARE ADDITIONS TO UAF REGULATIONS.

CHAPTER I

Purview

C. Process for Appointment of Faculty with Academic Rank

Deans of schools and colleges, and directors when appropriate, in conjunction with the faculty in a unit shall observe procedures for advertisement review and selection of candidates to fill any

~~except for~~ ~~positions~~ These procedures are set by UAE Human Resources and the Campus

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. Teaching includes those activities directly related to the formal and informal transmission of appropriate skills and knowledge to students. The nature of instruction will vary for each faculty member, depending upon workload distribution and the particular teaching mission of the unit. Instruction includes actual contact in classroom, correspondence or electronic delivery methods, laboratory, field and cooperative activities, such as preparing for lectures, setting up

- a. systematic student ratings, i.e. student opinion of instruction summary forms,
- and** at least two of the following:
- b. narrative self-evaluation,
- c. peer/department chair classroom observation(s),
- d. peer/department chair evaluation of course materials.

FACULTY IN FOREIGN LANGUAGES ARE REQUIRED TO TEACH ALL LEVELS OF THEIR LANGUAGE AND OFTEN HAVE INITIALLY HIGH TEACHING LOADS.

EXCELLENCE IN RESEARCH AND SERVICE CANNOT COMPENSATE FOR AN INSUFFICIENT TEACHING RECORD.

UNTENURED FACULTY MEMBERS WILL HAVE A YEARLY PEER TEACHING OBSERVATIONS, EITHER BY THE DEPARTMENT CHAIR OR ANOTHER FACULTY MEMBER. STUDENT OPINIONS OF INSTRUCTION WILL ALSO BE CONSIDERED WHEN ASSESSING A CANDIDATE'S TEACHING RECORD. THE CANDIDATE MUST ADDRESS CONSISTENTLY LOW STUDENT OPINIONS OF INSTRUCTION IN HIS OR HER SELF-

- 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.

ALL PEER-REVIEWED PUBLICATIONS SHALL BE CONSIDERED SIGNIFICANT. THIS INCLUDES NOT ONLY THE WRITING OF JOURNAL ARTICLES AND BOOK CHAPTERS BUT ALSO ANY PEER-REVIEWED TRANSLATION OF ARTICLES, BOOKS OR JOURNAL VOLUMES, AS WELL AS CONTRIBUTIONS TO TEXTBOOKS AND OTHER PEDAGOGICAL RESOURCES.

- b. Competitive grants and contracts to finance the development of ideas, these grants and contracts being subject to rigorous peer review and approval.
- c. Presentation of research papers before learned societies that accept papers only after rigorous review and approval by peers.

PRESENTATIONS AT CONFERENCES ARE ENCOURAGED AND SHOULD BE CONSIDERED VALID PROFESSIONAL RESEARCH ACTIVITY. HOWEVER, TRAVEL FUNDING EITHER FROM THE UNIVERSITY OR OUTSIDE SOURCES IS

OF CONFERENCE PRESENTATION AND AVAILABILITY OF FUNDING IN HER/HIS NARRATIVE STATEMENT.

- d. Exhibitions of art work at galleries, selection for these exhibitions being based on rigorous

RESEARCH PUBLICATIONS IN FOREIGN JOURNALS ARE STANDARD IN THE DISCIPLINE.

l. TRANSLATION OF DOCUMENTS FOR THE PUBLIC

2. University Service

University service includes those activities involving faculty members in the governance, administration, and other internal affairs of the university, its colleges, schools, and institutes. It includes non-instructional work with students and their organizations. Examples of such activity

include, but are not limited to:

a. Service on university, college, school, institute, or departmental committees or governing bodies.

b. Consultative work in support of university functions such as expert assistance for specific

projects.

c. Service as department chair or term-limited and part-time assignment as assistant/associate dean in a college/school.

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 ***OF FACULTY***.

j. Prizes and awards for excellence in university service.

k. OUTSIDE REVIEWER ON THESIS COMMITTEES.

3. Professional Service

