

Film Studies Program, Department of Visual and Performing Arts Annual Merit Review Criteria TT&IRC **DRAFT 1/2022**

This document is a draft concept for faculty in preparation for their self-evaluations and to guide the Chair in the assessment of the faculty work in the department. It is a requirement that each faculty member ranked at any level of Instructor or Professor to submit annual merit reviews.

At the start of the annual evaluation period, the Chair will meet with faculty members to review their evaluation from the previous year. Moreover, faculty professional plans and goals for the upcoming evaluation period will be taken into consideration as well. It is the role of the individual faculty member to make the case for the self-assessed ranking.

It is the job of the Department Chair to alert faculty in a timely manner to low performance with potential to affect that faculty's RPT process. Anything below a 3 in any category will require a meeting between the chair and the faculty member, a plan of remedial action agreed upon and signed by both the faculty member and the chair, and a follow-up meeting midway through the following year.

Teaching TT & IRC

5/Outstanding = To receive an assessment of *Outstanding*, faculty must clearly demonstrate **five or more of the following measures**.

4/Exceeding Expectations = To receive an assessment of Exceeding Expectations, faculty must clearly demonstrate **three of the following measures**.

3/Meeting Expectations = At minimum, faculty are expected to **adequately prepare and teach** scheduled courses and to evaluate students in a timely manner.

Measures:

- FCQ's and other evaluations with high scores with a majority of positive comments
- Public recognition of excellence in teaching (awards, etc.)
- Creation of new courses: Contributions to the other units in the department (Theatre, Visual Art, etc.)
- Integration of students into research and creative opportunities on campus and off.
- Supervision of independent study, honors thesis, internship, or directed research, professional practice, or performance with exceptional and significant impact on student academic development
- Collaborating with students in professional settings
- Collaboration across programs and / or departments "The VAPA" trans-unit efforts
- Development of a new departmental or interdisciplinary program
- Participation in professional development on teaching

- Teaching additional (overload) courses to meet curricular demands
- Guest lecturing for other faculty, departments, and/ or other institutions.
- Significant contribution to pedagogical innovation in DEI
- Peer evaluation of teaching
- Contributions to departmental assessment plan
- Creation of teaching opportunities with visiting artists / scholars
- Student advising
- Alumni evaluations

Faculty may be ranked **between 4 and 5** by demonstrating additional indicators of exceeding expectations. When these are sufficient, a case may be made for an assessment of *Outstanding*.

Research / Creative Work TT

5=*Outstanding*

To receive an assessment of Outstanding, faculty must clearly demonstrate **five of the following measures**.

4= *Exceeding Expectations*

To receive an assessment of Exceeding Expectations, faculty must clearly demonstrate **three of the following measures**.

3= *Meeting Expectations*

To receive an assessment of Meeting Expectations faculty must clearly demonstrate **two of the following measures**. All faculty on the tenure track are expected to maintain an active research program per their RPT criteria.

Faculty may be ranked **between 4 and 5** by demonstrating additional indicators of exceeding expectations. When these are sufficient, a case may be made for an assessment of Outstanding.

Measures:

- Successful publication of an article, book chapter, book, edited/co-edited book
- Submission of a major grant, research, or contract proposal
- Funding of a major grant proposal
- Public recognition of excellence in the Field (awards, etc.)
- Development and cinematic production of a script (short or long-form)
- Recognition by other scholars of research and publications
- Documented progress on a manuscript (book, essay, research article, script)
- Presentation at a professional workshop/annual conference/symposia
- Presentation at a public venue
- Development of an exhibit or creative work
- Public outreach
- Participation in performances/readings/screenings

- Participation in development workshops
- Participation in career development Activity (workshops, conference, summer schools, NEH, etc)
- Documented progress on long-term research projects (for publication or documentation in film)
- Expert and technical consultation of research projects
- Role modeling and mentoring research on any educational level
- Contribution to diversity of research
- Mentoring and Inclusion of students in non-refereed publications

Service TT

5= Outstanding

To receive an assessment of Outstanding, faculty must clearly **demonstrate five of the following measures**. NOTE Chairing a major College committee or directing a Program fulfills the assessment of "Outstanding".

4= Exceeding Expectations

To receive an assessment of Exceeding Expectations, faculty must clearly **demonstrate three of the following measures**

3= Meeting Expectations

At minimum, **all faculty are expected to participate in All VAPA and sectional meetings.**

NOTE: Anything beyond this, for an instructor would constitute Exceeding Expectations OR Outstanding service.

Faculty may be ranked between 4 and 5 by demonstrating additional indicators of exceeding expectations. When these are sufficient, a case may be made for an assessment of Outstanding.

Measures:

- Active participation on committees or other service opportunities beyond the department
- Active participation in student mentoring
- Service to the profession and discipline (Local, State, National, International Level)
- Consultation and public service
- Reviewing research proposals
- Reviewing Books in Scholarly Journals
- Reviewing grant proposals
- Refereeing manuscripts
- Participation at professional conferences
- Activities, local planning committees, site visit details, Activities involved in local, regional and national meetings.

- Mentoring the organization of campus Annual Student Short Film Festival or other screening series and filmmaker visit.
- Curating student short film work for such organizations as BAFTA LA and Student Oscars invited award programming
- Membership In and/or office-holding in professional associations.
- Service contribution to education at any level and at any institution (regional, national, international) in addition to the University of Colorado
- Contribution to diversity through service
- Participation in faculty governance
- Write student letters of recommendation

At minimum, all faculty are expected to participate in departmental meetings, service on a committee and accomplish basic service requirements.

Service IRC requirements

5= Outstanding

To receive an assessment of Outstanding, faculty must clearly **demonstrate five of the following measures**. NOTE Chairing a major College committee or directing a Program fulfills the assessment of "Outstanding".

4= Exceeding Expectations

To receive an assessment of Exceeding Expectations, faculty must clearly **demonstrate three of the following measures**

3= Meeting Expectations

At minimum, **all faculty are expected to participate in All VAPA and sectional meetings.**

NOTE: Anything beyond this, for an IRC instructor would constitute Exceeding Expectations or Outstanding service.

Faculty may be ranked between 4 and 5 by demonstrating additional indicators of exceeding expectations. When these are sufficient, a case may be made for an assessment of Outstanding.

Measures:

- Active participation on committees or other service opportunities beyond the department
- Active participation in student mentoring; support with annual Film Festival and other campus and community film presentations.
- Screening of original work
- Invited attendance on panels or at symposia.
- Service to the profession and discipline (Local, State, National, International Level)
- Consultation and public service

- Reviewing research proposals
- Reviewing films in journals and popular press
- Reviewing Books in scholarly journals
- Reviewing grant proposals
- Refereeing manuscripts
- Participation at professional conferences and film festivals