

Annual Merit Review Criteria

Theatre and Dance Program, Department of Visual and Performing Arts - TT & IRC

The following document is intended to guide faculty as they prepare their self-evaluations and to guide the Chair as they assess the work of the faculty in their department. It is the job of each faculty member ranked at any level of Instructor or Professor to submit Merit Reviews, annually. At the beginning of each evaluation period the Chair will meet with each faculty member to discuss their evaluation from the previous year as well as their professional plans and goals for the upcoming evaluation period. It is the job 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 and 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

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 music, VAPA
- Integration of students into research opportunities
- 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
- Development of an innovative high-impact teaching practice
- Collaboration across programs and / or departments
- 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, or creative
- Submission of a major grant, research, or contract proposal
- Funding of a major grant proposal
- Opening of a public performance
- Recognition by other scholars of research and publications
- Documented progress on a manuscript
- Presentation at a professional workshop/conference
- Presentation at a public venue
- Submission of research product (article, abstract, poster, e.g.) for peer review
- Development of an exhibit or creative work
- Public outreach
- Participation in performances/readings
- Participation in development workshops
- Participation in career development Activity (workshops, conference, summer schools, etc)
- Documented progress on long-term research projects
- Expert and technical consultation of research projects
- Role modeling and mentoring research on any educational level
- Contribution to diversity of research
- Patent submission

- 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. 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.

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, etc
- Membership In and/or office-holding in professional associations.
- Service contribution to education at any level and at any institution in addition to the University of Colorado
- Contribution to diversity through service
- Participation in faculty governance
- Write student letters of recommendation when asked

At minimum, all faculty are expected to participate in departmental meetings, service on a committee and accomplish basic service requirements, to complete letters of recommendation for student, etc.

Service IRC

5 (Outstanding)

To receive an assessment of Outstanding, faculty must clearly demonstrate three of the following measures. 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 two of the following measures:

3 (Meeting Expectations)

At minimum, all IRC faculty are expected to participate in program meetings

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:

- Direct, design or choreograph a play or dance showcase.
- 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, etc
- Membership In and/or office-holding in professional associations.
- Service contribution to education at any level and at any institution in addition to the University of Colorado
- Contribution to diversity through service
- Participation in faculty governance
- Write student letters of recommendation when asked