1.0 Purpose

This policy establishes guidelines for annual faculty evaluation of teaching in accordance with chapter IV-H of the Faculty Handbook

2.0 Definitions

2.1 Not applicable

3.0 Policy

It is the policy of the Department of Mathematics and Statistics to ensure

3.1 All faculty holding primary responsibility for teaching a course are evaluated on their teaching at or before the conclusion of the academic year in which the course was taught.

3.2 Differing procedures for differing faculty ranks are clearly delineated and consistently applied.

4.0 Persons Affected

4.1 Department Chair

4.2 All faculty with primary responsibility for teaching a course in an academic year

5.0 Rights and Responsibilities

5.1 The department chair is responsible for a written evaluation of teaching for each affected faculty member, determining the number of peer observations per faculty member per academic year and collection of course materials when applicable.

6.0 Procedures

6.1 For faculty who have earned tenure at UNC Wilmington, the evaluation of teaching will consist of a specific teaching section of the annual evaluation written by the chair based on results provided from the Annual Faculty Evaluation Policy.

6.2 For faculty hired with tenure in their first year of employment, untenured faculty on tenure-track and for full-time lecturers, the evaluation of teaching will consist of a specific teaching section of their annual evaluation. This evaluation is written by the chair based on: (1) results provided from the Annual Faculty Evaluation Policy and (2) at least one classroom observation per academic year conducted in accordance with the Peer Observation of Classroom Teaching Policy.

6.3 For visiting faculty and part-time faculty (including graduate teaching assistants) and faculty on phased retirement, the evaluation of teaching will consist of a summary report by the chair based on at least one classroom observation per academic year conducted in
accordance with the Peer Observation of Classroom Teaching Policy, and a review of course materials minimally including the syllabus and final exam for each course.

7.0 Supplemental Information

7.1 None

8.0 Revision History

8.1 Initial Approval: 8/27/2010
8.2 Amended: 10/12/2012 (Format changed, other revisions)