Department of Biological Sciences
NTT Teaching – Appointment and Promotion Criteria

I. Criteria for Appointment

a. Advanced degree (MS, Ph.D., or equivalent) in relevant field in biological sciences
b. Demonstrated experience in required disciplines of biology as judged by research and/or teaching portfolio
c. Effective communication and pedagogic knowledge as judged by teaching portfolio and/or faculty committee screening

II. Criteria for Reappointment

- reappointment at any, and, all levels is fundamentally contingent upon teaching needs of the department and/or availability of funding for the position. In all cases of reappointment, the candidate must present evidence of scholarly excellence as a teacher and contributor to the service needs of the department as judged by, any or all of the following:

a. Evaluation of effectiveness of teaching strategies, success at meeting course goals and objectives, and success at achieving programmatic learning goals and objectives. Such material may include assessments of exams, copies of student work product (lab reports, posters, presentations, etc)
b. Evaluation of submitted teaching portfolio that includes, but is not limited to, a personal statement, curriculum vitae, course syllabi, instructional materials, and other materials judged relevant by the candidate
c. Review of teaching evaluations obtained through student survey and classroom instruction provided by the department Committee on Teaching Excellence
d. Evaluation of service in accordance with mission of department, several examples include, student advising, participation outreach activities, and participation on department committees.

III. Criteria for Promotion to all Ranks – re-appointment with promotion at any, and, all levels is fundamentally contingent upon teaching needs of the department and/or availability of funding for the position. In all cases of reappointment with promotion, the candidate must present evidence of ongoing and continuous scholarly excellence as a teacher and contributor to the service needs of the department as judged by, any or all of the following:

a. Evaluation of submitted teaching portfolio that includes, but is not limited to, a personal statement, curriculum vitae, course syllabi, instructional materials, and other materials judged relevant by the candidate
b. Evaluation of submitted outcomes materials establishing success at meeting course and departmental learning goals and objectives. Such material may include assessments of exams, copies of student work product (lab reports, posters, presentations, etc).

c. Review of teaching evaluations obtained through student survey and classroom instruction provided by the department Committee on Teaching Excellence.

d. Evaluation of service in accordance with mission of department, several examples include, student advising, participation outreach activities, and participation on department committees.

e. Evaluation of demonstrated leadership service in accordance with mission of department, including but not limited to, course development, supervision of students in independent study projects, participation in development and implementation of departmental academic and/or assessment initiatives, leadership in developing new academic/service initiatives.

IV. Additional Criteria for Promoting to Teaching Professor/Distinguished Teaching Professor – in addition to attaining and maintaining significant contribution to the teaching mission of the Department, as outlined above, the candidate must have established true distinction by achieving one of more of the following significant milestones:

a. Establish a track record of publication resulting from student mentoring and/or research of relevance to the greater field of education.

b. Receive professional recognition as evidenced by receipt of teaching awards from campus, university, and/or external associations.

c. Evidence for ongoing success at obtaining external funding, preferably from national level funding agencies, targeting improvement and advancement of the teaching mission of the department.