

## 4.8.10 Criteria And Procedures For Evaluation

### Presentation of Findings

#### 4.8.10/1-2 of 4 Periodic Evaluation of Faculty Performance

Each year, all faculty members are subject to review by their chair. The chair's evaluation is submitted to the dean, who has the final responsibility for faculty evaluation. Procedures for faculty evaluation are in the Faculty Handbook (pp. 54-68).

Promotion and tenure considerations are pivotal points in the academic career of a faculty member. The Faculty Handbook details the procedure by which faculty are reviewed for promotion (pp. 21-33) and tenure (pp. 45-53). Tenure-eligible faculty must go through tenure review by the end of their sixth year of service. Promotion and tenure decisions are considered separately at Old Dominion University.

#### 4.8.10/3 of 4 Evaluation Criteria Consistent With Purpose and Made Known to Faculty

The procedures for evaluation of faculty in teaching, scholarly activity, and service are in the Faculty Handbook (pp. 54-68). The criteria and guidelines for evaluation are consistent with the Mission of the University as stated in the Faculty handbook (p. 1). The University's Board of Visitors approves both the evaluation guidelines and criteria for evaluation.

#### 4.8.10/4 of 4 Evaluation Used to Improve Faculty Performance and Educational Programs

The annual faculty evaluation consists of a faculty information sheet, student evaluations of teaching, a current curriculum vitae, and other information which the faculty member or chair wishes to include. The evaluations describe the performance of the faculty member in teaching, research, service, and progress meeting individual goals resulting from previous evaluations. The faculty member receives a written evaluation of his/her performance. The chair and dean jointly interpret the faculty member's cumulative and current records so that a clear picture of positive contributions and any deficiencies will emerge.

Annual evaluations are taken into consideration in determining raises, as well as in the determination of reappointment (Faculty Handbook, pp. 18-20). Promotion and tenure reviews provide a detailed analysis and evaluation of an individual's performance in teaching, scholarship, and service by peer committees, as well as the chair, the dean, the Provost/Vice President for Academic Affairs, and the President.

### Conclusion

The University is in compliance with the SACS/COC *Criteria*.

### Recommendations/Suggestions

None.

**Must Statement Compliance Table**  
**4.8.10 Faculty: Criteria and Procedures for Evaluation**

<b>Must Statement</b>	<b>Compliance Statement</b>	<b>Supporting Documentation</b> <u>Exhibit Numbering Key:</u> <b>Criteria#/MustStatement#:Exhibit</b>
<b>4.8.10/1 of 4.</b> An institution <b>must</b> conduct periodic evaluations of the performance of individual faculty members.	Compliance	<b>4.8.10/01:01</b> Faculty Handbook, pp. 54-68  <b>4.8.10/01:02</b> Faculty Handbook, pp. 21-33  <b>4.8.10/01:03</b> Faculty Handbook, pp. 45-53  <b>4.8.10/01:04</b> Faculty Handbook, pp. 18-20
<b>4.8.10/2 of 4.</b> The evaluation must include a statement of the criteria against which the performance of each faculty member will be measured.	Compliance	<b>4.8.10/02:01</b> Faculty Handbook, pp. 54-68  <b>4.8.10/02:02</b> Faculty Handbook, p. 1
<b>4.8.10/3 of 4.</b> The criteria must be consistent with the purpose and goals of the institution and be made known to all concerned.	Compliance	<b>4.8.10/03:01</b> Faculty Handbook, pp. 54-68
<b>4.8.9/4 of 4.</b> The institution must demonstrate that it uses the results of this evaluation for improvement of the faculty and its educational program.	Compliance	<b>4.8.10/04:01</b> Faculty Handbook, pp. 54-68