

University of Colorado Denver Department of Civil Engineering

Criteria and Standards for Evaluation of Tenure-Track and Tenured Faculty

January 31, 2012

Revised May 19, 2020 to reflect new Regent Policy 5.D.2(B) requirements for excellence in teaching.

This document outlines the expectations for tenure-track and tenured faculty in the areas of teaching, research, and service. These evaluation benchmarks are not meant to be exclusionary; rather, the intent is to help faculty, the department chair, and review committees identify the expectations for faculty members. The criteria and standards in the document apply to tenure-track and tenured faculty with a workload assignment of 40% teaching, 40% research, and 20% service (40-40-20), and should be applied for annual evaluations, reappointments, tenure cases, promotions, and post-tenure reviews.

For promotion from Assistant Professor to Associate Professor with tenure, a faculty member must have a record that is evaluated as excellent in either teaching or research and at least meritorious in the other two categories. For promotion from Associate Professor to Professor, the faculty member must have a record that is evaluated as excellent overall since obtaining tenure. Faculty undergoing evaluation for tenure or promotion are responsible for preparing their dossier in accordance with the University and College policies.

1. Teaching

The standard teaching load for 40-40-20 tenured faculty is four courses per year subject to Department needs and Chair approval. The teaching load for faculty with a different workload assignment should refer to Research Incentive Guidelines for the Department of Civil Engineering and other related policies. Excellence in teaching is primarily evaluated by classroom teaching, student mentoring, and engagement in engineering education.

For consideration of excellence in teaching, faculty must demonstrate impact beyond their immediate instructional setting and some of the other examples of excellence listed below.

Meritorious

1. Receives good course evaluations from Faculty Course Questionnaires (FCQs), faculty peer review, or other means of class assessment
2. Advises undergraduate and graduate students
3. Participates in curriculum development and improvement to existing courses
4. Attends and participates in college, department, center, or program educational initiatives and activities
5. Applies innovations in teaching, such as teaching with technology, teaching beyond classroom lectures, linking teaching to research or case studies
6. Takes teaching effectiveness training/workshops, etc.

Excellent

1. Demonstrated achievement at the campus, local, national, and/or international level, which furthers the practice and/or scholarship of teaching and learning beyond one's immediate instructional setting. Examples include but are not limited to the following:
 - Institutional, national, or international teaching awards that recognize contributions to the discipline (e.g., pedagogical innovation, curricular redesign);
 - Evidence of positive impact on teaching in the discipline, such as citations of publications or presentations related to teaching, or authorship of a critically reviewed textbook or other educational materials that have been widely adopted by others;
 - External letters documenting the faculty member's impact on efforts to improve the quality of teaching in the discipline;
 - Evidence of a leadership role in developing and implementing curricular redesign that has been adopted by other institutions;
 - Evidence of a leadership role in designing and implementing effective assessment practices for student learning within the discipline beyond the campus;
 - Evidence of inclusion of high-impact practices, inclusive pedagogy, or other teaching strategies followed by evaluation of these tools as effective methods for teaching in the discipline, such that teaching practices across the campus or beyond are positively impacted;
 - Published research and/or externally funded research designed to improve pedagogy.
2. Receives excellent teaching evaluations from FCQs, faculty peer review, or other means of class assessment
3. Performs exemplary advising of undergraduate and graduate students by documenting achievements of advisees in their academic or professional careers
4. Develops new or completely revised courses that contribute to the department's mission
5. Leads college, department, center, or program educational initiatives and activities
6. Develops innovation in teaching, such as teaching with technology (software, video clips, teaching packages, etc.), teaching beyond classroom lectures (industrial partnership, engineering projects, etc.)
7. Gives presentations of teaching/advising at local/regional/national meetings, seminars, and/or workshops
8. Holds Professional Engineer (PE) license
9. Serves as faculty advisor for student organization(s) (American Society of Civil Engineers, Institute of Transportation Engineers, Chi Epsilon, etc.)

2. Research

Excellence in research is primarily evaluated by quality publications in peer-reviewed archival journals and by a consistent level of competitive external research funding. Such activities are integrally related, as research funding is necessary to support students for research productivity, and quality publications are crucial to obtain research funding.

For consideration of excellence in research, faculty should exhibit some of the examples of excellence listed below.

Meritorious

1. Develops and sustains clear research thrust(s)
2. Maintains active publishing record in peer-reviewed journals
3. Actively engages in proposal writing to external funding sources
4. Develops patents, software, or reports
5. Gives contributed presentations of research findings at national/international meetings, seminars, and/or workshops
6. Serves as a mentor to graduate students who successfully complete or are on the path to successfully complete their M.S. or Ph.D.

Excellent

1. Gains national and/or international research reputation within sustained research thrusts
2. Maintains a distinguished level of active publishing in peer-reviewed journals
3. Demonstrates sustained success in obtaining external funding as the principal or co-principal investigator that includes significant student support
4. Develops patents, software, or reports that contribute to advances in practice of discipline
5. Gives peer-reviewed conference paper presentations and/or invited presentations of research findings at national/international meetings, seminars, and/or workshops
6. Serves as a mentor to graduate students who successfully complete or are on the path to successfully complete their M.S. or Ph.D. and are presenting advised research at conferences, writing peer-reviewed papers, and/or writing grant proposals

3. Service

Faculty are expected to provide service to the department, college, and university. Faculty are also expected to serve both professional societies and the broader community. All tenure-track and tenured faculty must maintain a level of service that is commensurate with their workload assignment.

Meritorious

1. Serves on department, college, or university committee(s)
2. Participates in professional societies
3. Participates in grant and paper reviews
4. Reaches out to the community (continuing education, guest lectures, advising K-12 students, serving on boards and committees, etc.)

Excellent

1. Chairs department, college, or university committee(s)
2. Takes a leadership role in professional societies
3. Serves as editor for journal(s) or regularly published society newsletters, etc.
4. Documents high-impact outreach activities to the community
5. Chairs conference sessions and/or actively participates in conference planning activities or other professional society activities
6. Formally mentors junior faculty
7. Develops service contracts with industrial partners

These criteria and standards have been approved by the Civil Engineering Faculty.

DocuSigned by:
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Kevin L. Rens, Chair
Civil Engineering Department

8/29/2020

Date

These criteria and standards have been accepted and approved by:

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Martin L. Dunn, Dean
College of Engineering, Design and Computing

8/29/2020

Date

See Memo Dated August 6, 2020 _____
Roderick Nairn, Provost
University of Colorado Denver

August 4, 2020_
Date