

DEPARTMENT OF PHYSICAL THERAPY

Departmental Post-Tenure Review Guidelines

I. Introduction:

A comprehensive Post-Tenure review of tenured faculty will be undertaken as part of the University's overall efforts to promote excellence in teaching, research and service at the University of Maryland Eastern Shore (UMES). The review is intended to be a peer assessment to enhance the professional advancement of the faculty as teachers, scholars and members of the academic community and to uncover impediments to faculty effectiveness, productivity and currency in professional subject matter to which the faculty contributes. Consistent with UMES's post-tenure document and consistent with the department's mission statement, faculty will be reviewed in the following specific areas: Teaching, Advising, Research, and Service. This document specifies guidelines/standards for each specific area for satisfactory and exemplary performance. The Post-Tenure Review Committee is selected according to the UMES Policy and Procedure for Comprehensive Post-Tenure Review.

II. Purpose:

Post-Tenure Review of tenured faculty is intended to assure continued success and improvement in the performance of faculty as they carry out the department's mission of teaching, research, and service. The criteria to be used by the Department of Physical Therapy for promotion and tenure fall under the general umbrella of the USM and UMES criteria for achieving promotion and tenure. These three main criteria are "Teaching", "Research", and "Service", and are described below. Each UMES criterion is followed by the Departmental interpretation of these criteria, followed by suggested "Indicators of Achievement" to be used in the decision making process. These indicators are not all-inclusive, but should provide assistance to the faculty member preparing for review and to the Post-Tenure Review Committee.

III. TEACHING STUDENT ADVISING:

Guidelines for Teaching/Advising:

Intent: Faculty members are expected to demonstrate effective instruction and innovation in their instructional methodology throughout the full range of departmental teaching activities. The teaching activities include formal classroom teaching with and without concurrent laboratory instruction, clinical instruction, independent studies and research experience. Items that may be used in evaluation of instruction include: student evaluation of instruction; individual student comments; evaluation of student performance on national examinations and clinical affiliations; surveys of graduates and employees; and evaluation of teaching by tenured faculty members or the departmental chair. Post-Tenure Review candidates will be expected to show performance levels that include "Indicators of Achievement" as described below.

Requirements: This criterion includes, among other things, classroom instruction, development of new courses and teaching methods.

Indicators of achievement and point values (point value assignments per role/activity)

Points Indicator

- 10 Selection for a University, college, or professional society outstanding teacher award
- 8 Evidence of courses taught at a rigorous and challenging level
- 10 Publication of instructional materials
- 10 Effective teaching performance as evidenced by effective teaching evaluations
- 8 Development of innovative pedagogical methods and materials
- 8 Development of new courses or revisions of existing courses
- 5 Graduate student advising
- 5 Evidence of quality in class preparation and student interactions
- 5 Coordination of courses or sections within courses
- 8 Significant self-development activities leading to enhanced teaching effectiveness (attending conferences and/or workshops to obtain continuing education credits and improve and/or update course content and teaching methods)
- 5 Uses a variety of teaching techniques (student directed, case studies, technology, etc.)
- 5 Uses outside resources or guest lecturers with specific expertise to enhance learning

The following criteria will be used to review and classify faculty performance in the teaching/advising category:

Exemplary	greater than 30 points
Satisfactory	between 25 - 30 points
Does not meet Department Standards	less than 25 points

IV Research/Scholarship and Creative Activity

Guidelines for Research/Scholarship and Creative Activity:

Intent: All departmental faculty members are expected to engage in research and other scholarly activity. Criteria for evaluation of faculty performance in this area may be from publications in recognized journals and books, however, other evidence of scholarly activity and peer reviewed creative work will be considered. Post-Tenure Review candidates will be expected to show performance levels that include "Indicators of Achievement" as described below.

Requirements:

This criterion will normally involve original research and publication of the results of such research. In all cases it consists of creation and dissemination of new knowledge or other creative activities.

Indicators of achievement and point values (point value assignments per role/activity)

Points Indicator

- 10 Publication in peer reviewed journals
- 10 Receiving fellowship or research award
- 10 Citations in publications (with the exception of self-citations)
- 10 Publication of scholarly books or chapters
- 8 Editor or member of editorial board of a peer reviewed journal
- 5 Member of a review panel for a national, regional, state, or local research organization
- 8 Presentation of faculty-initiated research or other scholarly work at international, national, regional, state, or local meetings

- 10 Receipt of funding
- 8 Conducting lectures or workshops that provide continuing education for clinicians
- 8 Service as a reviewer for refereed journals or as an ad hoc reviewer for research or professional organizations
- 8 Co-author on papers or other scholarly work presented at national meetings
- 8 Publications in proceedings of conferences and professional meetings
- 5 Professional-development activities that leads to increased research and publication effectiveness
- 5 Service on graduate student advisory or research committees
- 5 Direction of graduate student research
- 8 Dissemination of graduate student research (which may include presentation of student research at local, state, regional, national, or international meetings)

The following criteria will be used to review and classify faculty performance in the research/scholarship and creative activity category:

Exemplary	greater than 25 points
Satisfactory	between 20 - 25 points
Does not meet Department Standards	less than 20 points

IV. Service

Guidelines for Service:

Intent: Candidates for Post-Tenure Review should have demonstrated a clear willingness to serve the department, school, university, and local and scientific communities through active participation in committee work, public interaction, and professional activities. Successful candidates for Post-Tenure Review are expected to show performance levels that include “Indicators of Achievement” as described below. Examples of contributions to the University may comprise constructive committee service, service in an elected faculty office, administrative service, contributions to the extracurricular activities of students, the development of new academic programs or courses, and the organization of conferences or institutes. Contributions to the community shall consist of any donation of one’s professional competence for the benefit of the community.

Requirements:

This criterion includes service to the university (to students, colleagues, departments, schools) and beyond the campus to professional societies, research organizations, governmental agencies, the local community, and the public at large.

Indicators of achievement and point values (point value assignments per role/activity)

Points Indicator

- 10 Officer in a professional organization
- 10 Service on a commission, task force, or board
- 10 Administrative leadership role at UMES
- 10 Editor or member of editorial board of a journal
- 10 Member of review panel for research organization
- 8 Chair at a national meeting

- 8 Officer in Faculty Senate or Faculty Assembly
- 8 Chair of major standing or ad hoc UMES committee
- 8 Committee chair of professional organization
- 8 Participation in the department's consulting, continuing education, or outreach to industry, or community
- 5 Service on university, school, or departmental committees or task forces
- 5 Service as consultant to business or community agencies
- 5 Advisor to student organizations
- 5 Administrative roles within the department
- 5 Participating in student recruitment activities that promote the department, university, and/or the profession
- 5 Conducting guest lectures for outside agencies or institutions
- 5 Arranging or conducting health fairs and health screenings for the local community
- 5 Writing articles for local news agencies (television, newspaper, etc.)


The following criteria will be used to review and classify faculty performance in the service category:

Exemplary	greater than 20 points
Satisfactory	between 15 - 20 points
Does not meet Department Standards	less than 15 points


RECOMMENDED EVALUATION SCALE:

To remain in compliance with the university guidelines, it is recommended that the evaluation of faculty for Post-Tenure Review criteria assign point values as identified above. For all ranks, the candidate has to score within the satisfactory or exemplary levels for each of the three criteria (teaching/advising, research/scholarship and creative activity, and service).


Approved by:




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 Dr. James



 Dr. Keniston



 Dr. Klima

11/21/16

 Date

11/28/16

 Date

11/22/16

 Date

11/21/16

 Date

11/28/16

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11/28/16

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