

**English Department RTP Evaluation Policy and Criteria**  
**Revised April 2009**

**A. Weighting of categories:**

The English Department regards effective teaching as the primary and essential ingredient for a good RTP review. Significant problems in this area must be remedied for tenure or promotion to be obtained.

Candidates must demonstrate achievements in 1.) scholarship, or professional development, or creative accomplishment; 2.) university service; and 3.) community service. Each of these three areas must be represented, but the Department recognizes and values the diversity of its members' contributions in these areas and evaluates each faculty member's performance holistically, allowing exceptional weight in one area to balance the categories. *However, English Department RTP candidates should be aware that when they compete for promotions and sabbaticals later in their careers they will be evaluated and ranked on the basis of the campus-wide policy. For example, candidates who have good teaching and scholarship, but little University service will be at a disadvantage in the sabbatical reviews, which, according to the Sabbatical policy, weight 40% quality of the proposal, 30% University service, and 30% length of eligibility.*

**B. Assessment categories:**

1. Teaching Effectiveness

- a. Peer review of teaching effectiveness shall consist of class observations by two faculty members, followed by written reports, per year review cycle. The written evaluations will refer to the teaching criteria outlined in the current University RTP policy. Any two department peer observers selected by the candidate will be acceptable to the Department RTP Committee provided that, as required by University policy, one of the two is tenured. With the approval of the RTP Committee, one of the reviewers may be a faculty member outside of the Department, as provided by University policy.
- b. Quantitative and qualitative student evaluations will be collected from two or more classes each semester, and from these, two classes will be selected by the candidate, as specified in current University policy, for summary and analysis for the RTP document.
- c. The candidate shall prepare a written self-assessment as specified in the current University RTP policy.

2. Scholarship, Research, and Creative Achievements, and Professional Development

- a. The English Department counts creative achievements as fully equivalent to scholarship and research for purposes of reappointment, promotion, and tenure.
- b. Assessment will follow the categories and guidelines for this area as specified in the current campus RTP policy.

3. Service to the University

Assessment will follow the categories and guidelines for this area as specified in the current University RTP policy.

4. Public Service and Service to the Community

Assessment will follow the categories and guidelines for this area as specified in the current University RTP policy.

5. Degree requirements

Candidates are required to fulfill any degree requirements included in the conditions of their appointment.