

Department of Teaching & Learning
Non Tenure Track Faculty

Evidentiary Teaching/Supervision Categories

In the Department of Teaching and Learning, evidence of effective teaching/supervision demonstrated by fulfilling a majority of the following:

Create/Revise Course materials that includes, but is not limited to the following:

Syllabi

- Appropriate content, research, resources, and “best practices”
- Appropriate standards
- Objectives consistent with University, College, department, and program objectives
- Teaching and learning activities that support the mission and goals of the College of Education
- A range of presentation methods appropriate to diverse learners
- A range of evaluation methods that correlate with course objectives and assess acquisition of knowledge and/or skills
- A statement of grading standards and procedures, as well as the time-frames in which assignments are due
- A statement of attendance policy; an ADA statement
- Evidence of incorporation of feedback from appropriate sources

Technological contributions to course materials

- review and recommendation of Software or equivalent products (software package, videotape, or other commercial materials)
- Utilizes technology in teaching courses, student workshops

Professional Development in Teaching

- Developed or revised course outlines or program materials
- In-service attendance
- Applied information received from professional development to courses/teaching
- School meetings

Supervision of Students in the field and/or site-based teaching

- writing evaluations of lessons and units
- conferencing with teacher/student
- coordinating and planning field placements

Work in Schools

Work with teachers, students, administrators.

- ie. Discuss teaching strategies and methods
- develop lessons
- classroom management strategies
- conference and reflect
- facilitate communication Materials and/or letters indicating collaboration with P-12 educators regarding GSU teacher education programs and/or school reform initiatives
- feedback from students (emails, notes, evaluations, etc)

Support student growth and learning

- write recommendations
- provide resources and materials
- feedback from students (emails, notes, evaluations, etc)
- university student evaluation ratings

• **Membership on dissertation and Ed.S. defense committees**

• Other

Graduate faculty status

Evidentiary Scholarship/Professional Development Categories

In the Department of Teaching and Learning, evidence of possible appropriate scholarly activities in one's field of specialization includes but is not fully defined by the following categories:

Presentations

- Local, state, national, international
- School or committee presentation
- Invited/Keynote
- collaborative teaching
- guest speaker

Work in Schools

- School reform committee
- Department meetings, school committee member
- Publication of a significant original curriculum project
- Dissemination of research projects

Personal Growth and Learning

- Professional scholarship honors and awards
- Additional professional training including degrees earned and postdoctoral work
- Acquiring or renewing state or national professional licensure or certification
- Peer learning group
- Attend professional development conference/workshop and devise plan to implement information into program
- Additional professional training including degrees – earned (post graduate work)
- Acquiring or renewing state or national professional licensure of certification

Publications

- Development and publication of scholarly material for professional audience
- Publishing a book review in a regional, state, national, or international journal
- Contributing written material for a published professional newsletter
- Other

Evidentiary Service/Community Involvement Categories

In the Department of Teaching and Learning, evidence of service contributions includes but is not fully defined by the following categories:

Service to the department, college or university

- Preparing NCATE or other accreditation documents
- Academic Advisement
- Program and/or course design
- Special assignments
- Support of university related programs (e.g., homecoming, career day, scholar's day, family day)
- Serving on AdHoc Committee
- Serving on Teaching & Learning, COE, and/or University committees

Work in Schools

- speaking to local school and agency groups
- Provide support to teachers
- Providing assistance for a local workshop or conference
- Conducting workshops for local schools and agencies
- Judging education related contests

Service to the community

- Leadership in local or state community organizations or agencies (e.g., Board member, committee chair or committee member)
- Service through community organizations
- Other