

RUBRIC FOR ASSESSING DISCIPLINE-SPECIFIC GUIDELINES  
21 September 2015

While assessing a discipline-specific guideline, please keep in mind their intended use by the P&T Committee as defined in the Faculty Handbook:

IV.6.1.4.3 *Use of the document.* The Promotion and Tenure Subcommittee will use the document containing the guidelines as the discipline-specific interpretation of Sections IV.6.1.1, IV.6.1.2, and IV.6.1.3 in the Faculty Handbook, and therefore use the guidelines to evaluate the materials submitted by candidates within that discipline.

Also, please keep in mind that the Faculty Handbook (IV.6.1.4) asks that the content of the discipline-specific guideline:

*clearly articulates departmental expectations for teaching effectiveness, professional achievement, and service.*

The following rubric is based on Section IV.6.1.4, *Department-Specific Guidelines for Promotion and Tenure.*

Please check whether each item in the guideline is: *Satisfactory*, *Needs Work* or is *Missing*. Also, please include any comments or suggestions you'd like to share with P&T.

1. Teaching Effectiveness Section.

- a. Describes the department's understanding of what constitutes teaching success both in and out of the classroom, including attention to elements included in IV.6.1.1.

Satisfactory  Needs work  Missing

Comments:

- b. Includes a statement identifying the role of colleague observations of actual class sessions.

Satisfactory  Needs work  Missing

Comments:

## 2. Professional Achievement Section.

- a. Describes appropriate disciplinary standards and expectations of what constitutes professional achievement, including attention to elements included in IV.6.1.2.

Satisfactory  Needs work  Missing

Comments:

- b. Describes the types and expected levels of scholarship, including interdisciplinary scholarship.

Satisfactory  Needs work  Missing

Comments:

- c. Describes the particular kinds of public scholarly products.

Satisfactory  Needs work  Missing

Comments:

- d. Describes the types of peer review that are most common and valued within their discipline.

Satisfactory  Needs work  Missing

Comments:

## 3. Service Section.

- a. Defines and identifies institutional and departmental forms of service, especially those that might be unique to the department, including attention to elements included in IV.6.1.3.

Satisfactory  Needs work  Missing

Comments:

- b. Describes forms of service both inside and outside of the college to the disciplines represented by the department.

Satisfactory  Needs work  Missing

Comments:

## 4. Differentiation Between Promotion and Tenure.

- a. Guidelines describe a set of clear expectations for tenure and promotion within the discipline-specific interpretation of the standards in Section IV.6.

Satisfactory  Needs work  Missing

Comments:

- b. Guidelines differentiate between: Tenure, Promotion to Associate Professor and Promotion to Full Professor.

Satisfactory  Needs work  Missing

Comments:

## 5. Review of the Document.

- a. Demonstrates the guidelines are commensurate with external institutions and agencies (such as similar institutions of higher education, professional organizations or accrediting bodies).

Satisfactory  Needs work  Missing

Comments:

- b. Guidelines are consistent with Linfield's values as stated in the strategic plan.

Satisfactory  Needs work  Missing

Comments: