

**MORGAN STATE UNIVERSITY
UNIFORM UNIVERSITY-WIDE PROCEDURE
FOR FACULTY EVALUATION**

General Principles

1. Each candidate for contract renewal should be evaluated in the light of the triple mission of the University: teaching (60%), research (25%) and public service (15%).*
2. Although not all candidates can be expected to have equal levels of competence or equal responsibilities in each category, a high level of general competence is expected, in recognition of the need for flexibility in the future establishment of priorities in programs.
3. There should be concern for the energy and the integrity of the faculty member.
4. Recommendations for contract renewal should recognize what has been achieved and should imply few, if any, lingering doubts as to the value of the candidate to the department's program.
5. In cases of contract renewal decisions, in addition to evaluation of the candidate's professional abilities, consideration should be given (at the various stages of evaluation and review) to future departmental program needs, as well as concern for maintaining flexibility of preserving opportunities to appoint new faculty members in various departments.

Implementation Procedures

1. The faculty member being reviewed will be his or her own advocate in the review process through the preparation and presentations of credentials to be submitted to the Dean (see Appendix).
2. There will be three independent peer evaluations of the candidate's teaching effectiveness, research, and community service. These peer reviews will be conducted by the chairperson of the department in which the candidate is a faculty member, one tenured faculty member selected by the department, and one tenured faculty person selected by the candidate.
3. Student evaluation of teaching performance will be measured by the Student Evaluation Form in effect at the time the teacher is evaluated.
4. Each chairperson will be responsible for designating the appropriate person to

* Weights applicable to faculty employed after spring 1984.

distribute and collect student evaluation forms. These forms are to be forwarded promptly to the Office of the Dean for submission to the Office of the Vice President for Academic Affairs.

5. The Dean then conducts an independent evaluation of all the material and makes a recommendation to the Vice President for Academic Affairs (VPAA).
6. The Vice President for Academic Affairs will submit a recommendation to the President.
7. The President will make a recommendation to the Board of Regents which is responsible for the decision.
8. The President will inform the candidate of the decision reached by the Board of Regents.
9. A formal appeal procedure will occur at the School level with the assistance of a Faculty Appeals Committee to be elected by each School.

APPROVED
Board of Regents
Executive Session
Date: January 26, 1984
Item 9 deleted

November 1983