(January 2012)

Lecture Performance Expectations

Edwards College of Humanities and Fine Arts
Department of English

The successful Lecturer in the Department of English will maintain content currency in all courses; employ pedagogical variety to improve student learning; maintain high performance standards for students; maintain a high standard of professionalism in the preparation of teaching materials and in the mentoring of students; observe institutional regulations regarding class meetings and final examinations; exhibit civility, approachability, and fairness in interactions with students.

In terms of service, attendance at regularly scheduled department meetings is expected. Service on committees is not expected of Lecturers, but some Lecturers choose to do service in areas that most directly affect their lives as teachers. Such occasional service is welcome but by no means required. If a Lecturer elects to undertake some limited service for the good of their department and/or for his or her own professional development, such activities should not be allowed to interfere with the primary obligation to teach well. Occasionally Lecturers will take on extraordinary compensated service and/or administrative appointments. Such obligations are accepted voluntarily and do not change the fundamental instructional nature of the Lecturer position.

Scholarship and creative writing activities are not expected of Lecturers, but some Lecturers choose to do scholarly and creative writing activities in areas that most directly affect their lives as teachers and for their own professional development. Scholarship and creative writing activities are valuable, particularly as they directly enhance one's teaching acumen in terms of maintaining course currency and developing course content, but are by no means required. Such activities should not be allowed to interfere with the primary obligation to teach well and do not change the fundamental instructional nature of the Lecturer position.

Activities Performance Indicators:
Required

- Classroom teaching
- Maintaining course currency and developing new pedagogical materials for ongoing or new courses

Optional

- Participation in teaching seminars and workshops as well as scholarly or service activities that enhance teaching expertise or pedagogical practice
- Collaborative teaching
- Mentoring of student research or creative projects

Documentary Performance Indicators:
Required

- Student evaluations

Optional

- Chair classroom observation and evaluation (required first year of appointment; every other year thereafter by department chair or member of the Composition Committee)
- Peer classroom observation and evaluation
- Teaching portfolio (e.g. statement of teaching philosophy, sample syllabi, assignments, etc.)
- Evidence of effective use of technology
- Teaching awards and/or recognitions