

# **SCHOOL OF THEATRE AND DANCE CRITERIA FOR EVALUATION OF FACULTY**

(Approved January 30, 2008)

## **INTRODUCTION**

In order to provide a basis for evaluation of its faculty for tenure and promotion, the School of Theatre and Dance seeks to do three things:

To put forward the objectives of the School.

To put forward the philosophical assumptions of the School to aid in evaluation of specific performances.

To suggest specific classes of activities appropriate for “Satisfactory” and “Excellent” performance ratings. It is of course possible that new and different activities will arise in the two disciplines which will prove just as important as those on the list below and which will have to be included as bases for “Satisfactory” and “Excellent” ratings. “Satisfactory” and “Excellent” ratings for activities on the local, state, regional, national and international level will be determined by the PAC, based on the documentation submitted by the applicants and other appropriate materials.

## **I. OBJECTIVES OF THE SCHOOL**

The School of Theatre and Dance seeks to provide quality education in allied performance fields within the context of a liberal arts curriculum. The School rates teaching as the most important facet of a faculty member’s work. The School recognizes its obligations to the advancement of human knowledge achieved through research and performance, and expects the achievements of its faculty to be put forward in public performance and/or scholarly publication. The School expects all faculty to have a focused, continuing plan of scholarly and/or creative pursuits which leads to publication and/or public performance. Finally, the School of Theatre and Dance acknowledges its special obligations to provide service to the University, the surrounding region, the nation, internationally and to the academic disciplines.

## **II. PHILOSOPHICAL ASSUMPTIONS**

The School believes that Teaching, Scholarly Achievement and Service should be sufficient, significant and impressive. Sufficient speaks to quantity: how much or how often has an individual taught, served or put forward his or her research or performance? Significant addresses the size and expertise of the audience; it considers whether the teaching, service or achievement is tested in rigorous environments and has an impact beyond the walls of the University. The term impressive indicates a qualitative area of judgment. The School asserts that the most important of these concerns deals with quality. The difficulty in defining

and applying that word to an individual's work is accepted; nevertheless, it is the charge of the School that those who undertake the evaluation of their peers consider the quality of the job performance.

### **III. ACTIVITIES APPROPRIATE FOR SATISFACTORY AND EXCELLENT PERFORMANCE RATINGS**

The following items typify the kinds of activities appropriate for Satisfactory performance. In presenting this list, the School recognizes that each faculty member will possess a unique set of talents and accomplishments. The School understands the open-endedness of the term Excellent; excellent behavior finally cannot be predicted anymore than can the outcome of the honest inquiry that is the basis of the University. The School is content to assert that in its pursuit of faculty excellence it supports and seeks to reward those individuals whose achievements significantly exceed the Satisfactory.

## Criteria for Evaluation of All School Faculty

### TEACHING

Consideration of teaching performance may include, but not be limited to the following: self-evaluation, student evaluations, evaluations by peers and evaluations by school heads. Additionally, consideration should be given to a faculty member's commitment to student advising and innovations in teaching methodology. Teaching performance is understood to include the instructional components of activities for which release time is given and job performance for non-teaching faculty. It is also understood that the variety of courses taught is affected by the amount of assigned release time activities.

#### **THE FOLLOWING ITEMS INDICATE SATISFACTORY PERFORMANCE IN TEACHING:**

- A. Meets classes as scheduled and teaches appropriate and well-prepared material.
- B. Receives positive student evaluations.
- C. Receives positive peer evaluations.
- D. Demonstrates accessibility to students outside class, as illustrated by keeping adequate and posted office hours.
- E. Keeps abreast of developments in individual field and reflects these developments in teaching.
- F. Is regularly available to work with students in directing and producing theatrical presentations or is regularly available to work with students advising choreography, coaching performance and assisting in the organization and production of concerts.
- G. Demonstrates effective academic advising: Demonstrates knowledge of requirements in the major, concentrations and degree and related documents and deadlines. Maintains effective records and is timely in response to communication with advisees.

#### **THE FOLLOWING ITEMS INDICATE EXCELLENT PERFORMANCE IN TEACHING:**

- A. Teaches a wide variety of courses effectively.
- B. Originates courses which add depth to the program.
- C. Provides major and innovative revision to course material.
- D. Receives superior student evaluations.
- E. Receives superior peer evaluations.
- F. Receives JMU or external grant funds for instructional development.
- G. Works with special teaching assignments or honors projects, internships, independent projects or theses.
- H. Shows evidence of effective teaching as demonstrated by superior work of students.
- I. Provides time well beyond that expected in directing and producing theatrical presentations or provides them well beyond that expected in advising

- choreography, coaching performance and assisting in the organization and productions of concerts.
- J. Exceeds expectations for effective academic advising.

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**Criteria for Evaluation of All School Faculty**

**SCHOLARLY AND/OR CREATIVE ACHIEVEMENT AND PROFESSIONAL QUALIFICATION:**

This should include, but not be limited to publications of scholarly works, presentations at professional conferences, achievement through performance in the arts, engaging in recognized research, obtaining of research grants, continuing professional development through formal course work, publication of education materials and consultative service.

**THE FOLLOWING ITEMS INDICATE SATISFACTORY PERFORMANCE IN SCHOLARLY AND/OR CREATIVE ACHIEVEMENT AND PROFESSIONAL QUALIFICATION:**

- A. Holds an appropriate degree.
- B. Undertakes course work beyond appropriate degree.
- C. Receives JMU or external research or related grants.
- D. Gives formal presentations at local, state and regional conventions.
- E. Publishes non-juried articles in local, state, regional or national publications (i.e. book and other reviews, columns, interviews or articles).
- F. Publishes juried articles in local, state or regional academic journals.
- G. Edits a local, state or regional academic journal.
- H. Serves on an editorial board for a local, state or regional academic journal.
- I. Participates in consulting work.
- J. In collaborative work for which release time is given, meets agreed upon deadlines and demonstrates full and effective participation in the collaborative process.

**THE FOLLOWING ITEMS INDICATE EXCELLENT PERFORMANCE IN SCHOLARLY AND/OR CREATIVE ACHIEVEMENT AND PROFESSIONAL QUALIFICATION:**

- A. Completes a program of course work beyond the appropriate degree, such as a post doctoral fellowship.
- B. Receives a research or related grant of state, regional, national or international significance.
- C. Gives formal presentations at state, regional, national and international conventions.

- D. Publishes juried articles in leading state, regional, national or international academic journals.
- E. Publishes a monograph, book or other highly significant work.
- F. Edits a leading state, regional, national or international academic journal.
- G. Serves on editorial board for leading state, regional, national or international academic journal.
- H. Develops knowledge or expertise through consulting work.
- I. Exceeds expectations for collaborative work for which release time is given.

**ADDITIONAL CRITERIA FOR THEATRE FACULTY:**

**SATISFACTORY:**

- J. Directs, performs in or otherwise contributes creatively to artistic performances that demonstrate quality as evaluated by professionals and peers on a campus, state or regional level.
- K. Publishes or otherwise distributes works such as scripts or plays on a local, state or regional level.

**EXCELLENT:**

- I. Directs, performs in or otherwise contributes creatively to artistic performances on a state, regional, national or international level.
- J. Publishes or otherwise distributes works such as scripts or plays on a state, regional, national or international level.

**ADDITIONAL CRITERIA FOR DANCE FACULTY:**

**SATISFACTORY:**

- J. Choreographs, directs, performs in or otherwise contributes creatively to performances that demonstrate quality as evaluated by professionals and peers on a campus, state or regional level.
- K. Maintains consistent and continued direction of a resident performing company.
- L. Conducts or presents workshops, consultantships or residencies which require original scholarly/creative achievement in their preparation.
- M. Receives honors/awards on a local, state or regional level.
- N. Attends professional meetings, concerts, workshops and classes in order to stay current in the field and increase knowledge and expertise.

**EXCELLENT:**

- I. Choreographs, directs, performs in or otherwise contributes creatively to performances that demonstrate quality as evaluated by professionals and peers on a state, regional, national or international level.

- J. Maintains consistent and continual direction of a resident performing company that exhibits substantial increases in artistic quality as evaluated by professionals and peers on a state, regional, national or international level.
- K. Conducts or presents significant workshops, consultantships or residencies which require original scholarly/creative achievement in preparation as attested to by professionals and peers on a state, regional, national or international level.
- L. Receives special honors/awards on a state, regional, national or international level.

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**Criteria for Evaluation of All School Faculty**

**PROFESSIONAL SERVICE**

Evaluation in this area will be based on service and leadership on committees at the school, college, and university levels; service to and leadership in regional, state or national professional or educational organizations; or contributing in any way which brings positive recognition to James Madison University.

**THE FOLLOWING ITEMS INDICATE SATISFACTORY PERFORMANCE IN PROFESSIONAL SERVICE:**

- A. Serves on school, college and university committees.
- B. Participates in administration or coordination of programs within the school.
- C. Advises student organizations beyond those directly related to teaching duties.
- D. Serves as panel member or gives presentations at local, state, regional or national conventions.
- E. Holds office in state, regional, academic or professional organizations.
- F. Helps design or redesign campus facilities.
- G. Sets up on-campus programs that contribute to the enrichment of the school, college or university.
- H. Develops classes and workshops for groups outside the university.
- I. Establishes and/or maintains relationships with theatre and/or dance professionals.
- J. Serves on an editorial board of a local, state or regional publication.
- K. Founds or establishes local, state or regional publication or organization.
- L. Serves as consultant to local, state or regional media or other local, state or regional professional organizations.
- M. Makes contributions to the development or enrichment of the school through fundraising, recruitment or promotional activities.

**THE FOLLOWING ITEMS INDICATE EXCELLENT PERFORMANCE IN PROFESSIONAL SERVICE:**

- A. Chairs school, college or university committees and makes a significant contribution to them.
- B. Directs the administration or coordination of major components within the school and makes significant contributions.
- C. Holds major office in state, regional, national or international academic or professional organizations.
- D. Serves on editorial board of a state, regional, national or international publication.
- E. Founds or establishes a state, regional, national or international publication or organization.
- F. Serves as consultant to state, regional, national or international media or to other regional, national or international organizations.
- G. Serves as judge, critic or reviewer on a state, regional, national or international level.
- H. Makes a significant contribution to the development or enrichment of the school, college or university through fundraising, recruitment and promotional activities.

**ADDITIONAL CRITERIA FOR DANCE FACULTY:**

**SATISFACTORY:**

- N. Conducts master classes, residencies and performances for groups outside the university.

**EXCELLENT:**

- I. Conducts significant master classes, residencies and performances for groups outside the university.