

CSU-Stanislaus
Department of Philosophy and Modern Languages
Part-Time Lecturer Evaluation Policy
As required by 34/AS/13/FAC

Purpose. The purpose of this policy is to implement relevant provisions of the CSU-CFA Collective Bargaining Agreement and CSU-Stanislaus university policy on evaluation of part-time temporary faculty. In cases of discrepancy the CBA supersedes both university and department policies, and the university policy supersedes department policy.

Specific requirements of evaluation are stipulated in the CSU-Stanislaus policy. The Philosophy Department policy document stipulates particular procedures of the department, as well as evaluation criteria. This department policy, and the CSU-Stanislaus policy, shall be provided to every lecturer within 14 days of the starting date of appointment.

Both “new 3-year” and “current 3-year” lecturers are evaluated in their third year and are evaluated as either Satisfactory or Non-satisfactory.

Classroom visitation. Classroom visitation may be requested by the part-time lecturer or department chair. If requested, the department chair will visit a mutually agreed upon class on a mutually agreed upon date and include relevant observations from the visit in the required annual written evaluation. Alternatively, if requested, classroom visitation can be made by another tenure track or tenured faculty member from the department, as agreed upon by the part-time lecturer, the chair, and the suggested visitor. In that case, a written report of the classroom visit will be provided by the visitor to the chair for the purposes of inclusion for consideration with respect to the required annual review.

Course Evaluations. In accordance with AS policy 33/AS/13/FAC all faculty must have at least 50% of their courses evaluated with either IDEA forms or departmental evaluation forms.

Submission and review of additional materials. Part-time lecturers are encouraged to submit additional materials in support of evaluation. These should include syllabi, sample assignments, and samples of graded work. Materials may also include letters and other written feedback from students; documentation of service to the department, university, profession, or community; or other relevant items.

Evaluation criteria. Our fundamental criteria regarding the evaluation of teaching are as follows:

1. Course preparation (suitability of the readings, assignments, and student learning goals & objectives; understanding of how course fits into curriculum and how it fits student needs; developmental focus of feedback on student work; capacity to adjust pedagogy to meet student needs)
2. Classroom teaching (depth of classroom analysis; evidence of student engagement in philosophical activity, through questioning, thinking for themselves, developing, defending, critiquing positions, drawing out implications, and improving their capacity to navigate a philosophical text; evidence of sufficient student satisfaction, using our department form to provide a developmental focus and applying the IDEA form as a summative measure)
3. Program support, as applicable to part-time lecturer appointment (evidence of an instructional commitment to the program and to promoting intellectual and personal growth in our students)
4. Developmental and evaluative assessment of student work (constructive, timely feedback on student work)
5. Fulfillment of responsibilities to students (with emphasis on preparation, punctuality, accessibility to students, responsible coverage of class plan and assigned material, and efforts to promote viable learning experiences for students)