Faculty Performance Expectations
FOREIGN LANGUAGES AND LITERATURES

Professional faculty members will be measured against the expectations listed under teaching and service (see section 5.224 and 5.226). Professorial faculty members will be measured against the expectations listed under teaching, scholarship and service (see sections 5.224-5.226).

All faculty members should be making progress toward performing at the preferred level in each of the areas applicable to their appointment. The preferred level describes the average or typical performance level for a faculty member making good progress toward final promotion. The exceptional level would characterize and recognize faculty who demonstrated significant achievements, well beyond the preferred level. The acceptable level describes the minimum performance expected for continued employment. Note: unacceptable performance is defined as below an acceptable level and may require a plan for correction (see 5.370).

The bylaws sections 5.224-5.226 describe the university expectations in each area. In addition, tables list characteristics in each area for acceptable, preferred, and exceptional performance. Departments articulate their expectations for faculty in their discipline(s) by additions or clarifications to the University characteristics in the tables for teaching and service. Departments articulate their expectations for scholarship in a discipline-specific scholarship table. See section 5.227 for more information regarding the goals and review process for departmental expectations.

All faculty members must have the educational background required and have completed the required years in rank prior to the effective date of promotion or the required years of service prior to the date of awarding of tenure or a three-year extendable appointment (see section 5.223).

In addition, the faculty member's performance portfolio must be reviewed and demonstrate that there are sufficient contributions in each of the areas appropriate to the faculty member's appointment. Faculty must meet or exceed the acceptable performance level in each area applicable to their appointment. The number of areas required to exceed the acceptable level gradually increases (see table below) until all areas must be at the preferred level for final promotion (Senior Instructor 2 or Full Professor). Note: exceptional performance is not expected, nor required for promotion to any rank, however faculty members may elect to replace preferred performance in two areas with acceptable performance in one area and exceptional performance in the other.

Minimum Promotion and Tenure Performance Requirements			
	Min Acceptable	Min Preferred	Min Exceptional
SR Instructor 1 (3 year extendable appt.)	1	1	
SR Instructor 2		2 — OR —	
	1		1
Associate	2	1	
Tenure	1	2	

	2	— OR —	1
Professor		3	
	1	— OR —	1
		1	

Teaching Performance Levels

Acceptable	Preferred	Exceptional
Student evaluations ● Rate instructor's teaching effectiveness "very good" or higher (see section 5.260)	**Student evaluations** ● Rate instructor's teaching effectiveness at or near "outstanding" (see section 5.260)	**Student evaluations** ● Rate instructor's teaching effectiveness well into "outstanding" (see section 5.260)
Classroom Instruction ● Evidence of a commitment to improve instruction, such as ○ Professional development activities that impact instruction ○ Work with colleagues that impact instruction ● Evidence of effective practices, such as ○ Reflection and self-improvement ○ Engaging teaching methods ○ Providing meaningful classroom experiences	**Classroom Instruction** ● Evidence of a commitment to improve instruction (see acceptable column) ● Beyond evidence of effective practices (see acceptable column), also shares successful and/or innovative practices with colleagues	**Classroom Instruction** ● Recognized by colleagues as a highly skilled and knowledgeable instructor ● Models excellent teaching ● Demonstrates attention and responsiveness to student needs
Curricular Development ● Integrates courses into departmental programs, such as ○ Effectively prepares students for subsequent courses ○ Effectively builds on students prior learning ○ Effectively addresses departmental learning outcomes	**Curricular Development** ● Beyond integrating courses into departmental programs (see acceptable column), also is an effective partner in curricular and program design and delivery	**Curricular Development** (see preferred column) **Mentoring** ● Significant student mentoring activities (either in quantity or quality of work with students) ● Mentors colleagues to develop their instructional abilities (assessment, curricular design, effective delivery, etc.)
Departmental Needs ● Cooperates with program faculty in meeting departmental loading needs	**Mentoring** ● Actively involved in some student mentoring activities **Departmental Needs** (see acceptable column)	**Departmental Needs** (see acceptable column)

[Department Expectations take the form of added bullets (solid circles) under any or all of the headings above as well as added bullets (open circles) under any or all of the existing bullets above.]

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Service Performance Levels

Acceptable	Preferred	Exceptional

Departmental Service
● Active participant in departmental work:
   ○ Advising students in departmental programs; writing letters of recommendation; assisting at preview days, registration and orientation activities; and other advising-related activities
   ○ Effective contributor on his/her fair share of departmental committees
   ○ Effectively carrying out his/her fair share of individual departmental tasks
 	
University/Professional Service
● Some activity beyond department or program (e.g. serve on active University committee most years under review). Active service in professional organization or capacity may substitute for a University committee.
	Departmental Service (see acceptable column)
	
	University/Professional Service
	● University service on active committees (at least one committee every year under review, more if committee(s) is/are not very active). Active service in professional organization or capacity may substitute for a University committee.
	
	● Effective partner in accomplishing assignments
	
	Leadership
	● Some documentable accomplishment in a leadership role at the departmental, institutional or professional level during period under review (department chair, program coordinator, faculty program director, chair active committee, lead taskforce, significant individual task, etc.)
		Departmental Service (see acceptable column)
		
		University/Professional Service (see preferred column)
		
		Leadership
		● Recognized as a faculty leader on campus
		
		● Served in multiple leadership roles
		
		● Significant accomplishments at the institutional level as a faculty leader (either multiple committees or taskforces, as a program director, as a department chair, or other significant leadership responsibilities resulting in multiple documentable achievements that furthered the institutional mission)

[Department Expectations take the form of added bullets (solid circles) under any or all of the headings above as well as added bullets (open circles) under any or all of the existing bullets above.]

Scholarship Performance Levels
Promotion to Associate Professor in Foreign Languages and Literatures

Acceptable	Preferred	Exceptional
Originality ● Each publication/presentation includes original content by faculty member	**Originality** ● Each publication/presentation includes original content by faculty member	**Originality** ● Each publication/presentation includes original content by faculty member
Meaningfulness ● Publication of one article in journal or book ● Two external presentations such as conference papers, lectures, etc. (additional publications may be substituted) Other activity for consideration: ● Award of external grants ● Editorial Work ● Reviews and review essays ● Translations	**Meaningfulness** ● Publication of two articles in journals or books ● Three presentations (additional publications may be substituted) Other activity for consideration: ● Award of external grants ● Editorial work ● Reviews and review essays ● Translations	**Meaningfulness** ● Publication of a book **or** ● Publication of three or more articles ● Four or more presentations (additional publications may be substituted) Other activity for consideration: ● National/global recognition as an expert in one's field ● Award of external grants ● Editorial Work ● Reviews and review essays ● Translations
Review ● Restrictive external peer review for publications	**Review** ● Restrictive external peer review for publications	**Review** ● Recognized academic publisher for book ● Restrictive external peer review for publications
Dissemination ● Regional, national, and/or international	**Dissemination** ● National and/or international	**Dissemination** ● National and/or international

Scholarship Performance Levels
Promotion to Full Professor in Foreign Languages and Literatures

Acceptable	Preferred	Exceptional
Originality ● Each publication/presentation includes original content by faculty member	**Originality** ● Each publication/presentation includes original content by faculty member	**Originality** ● Each publication/presentation includes original content by faculty member
Meaningfulness ● Publication of two articles in journals or books ● Four external presentations such as conference papers, lectures, etc. (additional publications may be substituted) Other activity for consideration: ● Award of external grants ● Editorial work ● Reviews and review essays ● Translations	**Meaningfulness** ● Publication of three articles ● Five presentations (additional publications may be substituted) Other activity for consideration: ● Award of external grants ● Editorial work ● Reviews and review essays ● Translations	**Meaningfulness** ● Publication of a book **or** ● Publication of four or more articles ● Six or more presentations (additional publications may be substituted) Other activity for consideration: ● National/global recognition as an expert in one's field ● Award of external grants ● Editorial work ● Reviews and review essays ● Translations
Review ● Restrictive external peer review for publications	**Review** ● Restrictive external peer review for publications	**Review** ● Restrictive external peer review for publications
Dissemination ● Regional, national, and/or international	**Dissemination** ● National and/or international	**Dissemination** ● National and/or international