

## “Guidelines for Evaluating Faculty Teaching”

At its meeting on December 10, 2020, the Dietrich School Council approved the following guidelines for evaluating faculty teaching:

Faculty are expected to have the students in every course they teach surveyed through the OMET system. For courses for which OMET surveying is not available, generally because the number of enrolled students is too low to maintain anonymity of responses, the faculty instructor is responsible for providing an alternative means of anonymously surveying and collecting student opinions of the course.

As teaching excellence is central to the mission of the Dietrich School, the teaching dossiers submitted in T/TS promotion and tenure cases and AS promotion cases, and which may be provided at major contract renewal times such as third year reviews, should allow a full evaluation of the quality of the candidate’s teaching. The materials submitted in teaching dossiers may vary by candidate and department, but consideration should be given to including a variety of items that reflect a candidate’s pedagogical goals, efforts, and outcomes such as:

From the candidate:

- A Teaching Philosophy statement;
- Documentation of professional development in pedagogy;
- Documentation of efforts to improve teaching, and the results;
- Documentation of translation of research/scholarship into course content and pedagogy;
- Documentation of out-of-the-classroom teaching and student mentoring;
- Documentation of pedagogical teaching or mentoring provided to faculty colleagues;
- Full student surveys (OMETs) for all courses in the time period under consideration.

From the department:

- Results of a focus group of students from a candidate’s course(s), with the focus group organized and facilitated by someone other than the candidate or department;
- Information on student learning in the candidate’s class(es);
- Rigorous peer evaluations of teaching that include peer review of syllabi and course material and, if appropriate, a classroom visit. It may be useful to have senior/junior faculty pairs or members of an appointed committee conduct these peer reviews.

Please note that the Center for Teaching and Learning may be helpful in identifying best practices for improving and evaluating teaching in your discipline. <https://teaching.pitt.edu/>