

Teaching Assessment and Teaching Enhancement of Tenure-Track Faculty

Baylor Law School

1. **Teaching Enhancement Program:** During the first two years of a faculty member's tenure-track process, the faculty member shall be required to visit the classes of four (4) law school faculty members and to invite two (2) law school faculty members to observe his or her classes. These visits shall be assigned by the Chair of the Law School Promotion and Tenure committee (the "Chair") to be completed during six (6) different quarters during the first two academic years, including summer quarters.

A visit shall include at least two, and if possible, three consecutive classes. The purpose of these visits is to expose the tenure-track faculty member to various teaching styles of faculty colleagues and, in a collegial and non-evaluative atmosphere, to have the tenure-track faculty member receive critique, advice and other consultation from experienced teachers as to how the tenure-track faculty member can improve in-class teaching techniques and/or suggestions regarding alternative techniques that also may be attempted by the tenure-track faculty member. The Chair shall give advice to the tenure-track faculty member regarding the various teaching styles and techniques of other law faculty members to ensure that he or she will be exposed to, and aware of, different types of teaching approaches.

There shall be no written evaluations related to this process except for the tenure-track faculty member's duty to document for the benefit of the Chair that the visits have occurred. The sole purpose of these visits is to enhance the teaching ability of the tenure-track faculty member.

2. **Teaching Evaluations:** During the second through the fifth academic years of the tenure-track process, a tenure-track faculty member will undergo a teaching evaluation as a part of the tenure annual review process. This evaluation will occur within the context of the schedule of the University Tenure Procedures for annual reviews.

The Chair, in consultation with the Dean, shall appoint a three (3) member tenured faculty member team to conduct the evaluation. The team shall visit three (3) consecutive classes of the tenure-track faculty member during the quarter. The team shall be provided, prior to each class to be visited by the team, the written materials to be covered on each particular day and the goal(s) that the tenure-track faculty member intends to achieve during that particular class. The team will then meet with the tenure-track faculty member to ask any questions or to make comments related to the classes. This meeting may occur after each class or at the end of the three-class visit.

The tenure-track faculty member shall provide the team with copies of the existing student evaluations, bar graphs for all classes, and if requested by the team, the original or copies of the written comments made by the students.

In the 2nd and 4th year evaluations, the tenure-track faculty member shall provide the team with a written assessment of his or her student evaluations, a summary of the courses now being currently taught by the tenure-track faculty member, any statements related to his or her development as a teacher, and any goals related to teaching style and content of the courses as set by himself or herself for the years to come. In the 3rd and 5th year reviews, this statement shall be included within the comprehensive statement of the tenure-track faculty member related to all areas of tenure evaluation.

The team shall also informally contact members of the class that was visited to obtain anonymous student reactions to the quality of teaching of the tenure-track faculty member. Students from prior classes taught by the tenure-track faculty member may also be interviewed. The team members should discuss with the students not only the tenure-track faculty member's in-class teaching style, but also his or her availability outside of class and the quality of the student's one-on-one interactions with the tenure-track faculty member. The team shall review and consider the student evaluations and the team members' own evaluations of the classes visited, and if helpful or if it is deemed necessary, discuss the tenure-track faculty member's teaching abilities with any other faculty member, tenured or untenured, who has worked with or had exposure to the tenure-track faculty member's teaching within the classroom.

In the 2nd and 4th year evaluation, the team shall provide a written assessment of the tenure-track faculty member's teaching abilities, including positive and negative comments, if any. As to any areas of concern, the team should suggest ways in which the tenure-track faculty member can improve in those areas. In the 3rd and 5th year evaluation, this assessment will be included within the comprehensive written assessment of the tenure-track faculty member in all areas related to the granting of tenure.

The Chair shall ensure that the written evaluation is provided to the tenure-track faculty member in a reasonable time prior to his/her meeting with the Law School Promotion and Tenure Committee. The tenure-track faculty member may submit a response in writing prior to the meeting and/or may react verbally to the written assessment at the meeting with the committee. The team's written assessment, the tenure-track faculty member's written response, if any, and copies of all student evaluation bar graphs shall be provided by the Chair to all members of the committee in a reasonable time prior to the meeting in order to allow all members time to read and consider the information.