

**ART DEPARTMENT UNIT**

- E. Appointment by Dean. Following the selection process, the dean shall appoint the new faculty member and advise him/her of the conditions, benefits, and obligations of the position. If the appointment is to be at the professor level, the dean must first obtain the concurrence of the Chancellor or his/her designee.
- F. Letter of Appointment. The initial letter of appointment shall specify the nature of the assignment, the percentage emphasis that is to be placed on each of the parts of the faculty responsibility, and any special conditions relating to the appointment. This letter of appointment establishes the nature of the position and, while the percentage of emphasis for each part may vary with each workload distribution, the part(s) defining the position may not. Subsequent letters of appointment may vary the work load distribution and nature of the assignment.

### III. PERIODIC EVALUATION OF FACULTY

- A. General Criteria. As outlined in UAF Faculty Policies, Chapter IV.A.3. evaluators may consider, but shall not be limited to, whichever of the following are appropriate to the faculty member's professional obligation: mastery of subject matter; effectiveness in teaching; achievement in research, scholarly, and creative activity; effectiveness of public service; effectiveness of university service; demonstration of professional development and quality of total contribution to the university.

For purposes of evaluation at UAF, the total contribution to the university and activity in the areas outlined above will be defined by activity and excellence in the following tripartite areas: 1) effectiveness in teaching; 2) achievement in creative and scholarly activity; and 3) effectiveness of service.

- B. Bipartite Faculty. Bipartite faculty are regular academic rank faculty who fill positions that are designated as performing two of the three parts of the university's tripartite responsibility. As defined in UAF Faculty Policy (IV.A.2.), only vocational/technical faculty and extension agents may hold bipartite rank. No other faculty may hold bipartite rank. The determination of which of the criteria defined above will apply to these faculty shall be in accordance with institutional needs for the given position, will be coordinated by the dean of the appropriate school or college in consultation with the director, in cases of joint appointment, and with the program faculty. While bipartite faculty may choose to engage in a tripartite function, they will not be required to do so as a condition for evaluation, promotion, or tenure.

#### C. Definitions of Criteria

##### 1. **Effectiveness in Teaching.**

A central function of the university is instruction of students in formal courses and supervised study. Teaching includes those activities directly related to the formal and informal transmission of appropriate skills and knowledge to students. The nature of instruction will vary for each faculty member, depending upon workload distribution and the particular teaching mission of the unit. Instruction includes actual contact in classroom or through distance delivery methods, laboratory



**4. Evaluation of Effectiveness in Teaching**

a. Systematic student ratings are a required source of data. Instructional Assessment System forms must be completed for every course as required by university policy.

**and** at least two of the following three items:

b. Narrative self-evaluation

c. Peer/department chair classroom observation and evaluation of course materials

shows should take place frequently, on average at least two times a year.

b. Inclusion of one's work in catalogs, books, reviews, monographs, bulletins, articles, proceedings and other scholarly works published by reputable journals, scholarly presses, and publishing houses that accept works only after rigorous review and approval by peers in the discipline. Online website magazines as well as other digital publications are valid venues if subject to review and approval by peers.

c. Competitive grants and contracts to finance the development of ideas; these grants and contracts being subject to rigorous peer review and approval.

d. Presentation of research papers before learned societies that accept papers only after rigorous review and approval by peers.

e. Creation of public art commissions commissioned by local, state and national government and private organizations.

f. Solo and collaborative performances in recitals or productions; selection for these performances being based on stringent auditions and approval by appropriate judges.

g. Presentation of research papers before learned societies.

h. Scholarly review of publications, art works and performance of the candidate.

i. Citations of research in scholarly publications.

j. Published abstracts of research papers.

k. Reprints or quotations of publications, reproductions of art works, and descriptions of interpretations in the performing arts; these materials appearing in reputable works of the discipline.

l. Prizes and awards for excellence of scholarship.

m. Awards of special state, national and international fellowships for research or artistic activities or selection of tours of duty at special institutes for advanced study.

n. Development of processes or instruments useful in solving problems, such as computer programs and systems for the processing of data.

o. Applied research such as building and design of equipment or processes using historical and/or contemporary technologies.

p. Serving as artist-in-residence and/or workshop instructor.

q. Serving as curator of an exhibit at a recognized institution such as a museum, gallery or alternative space.

r. Acquisition of work by prominent private, corporate and public collections

s. Public screening and broadcast of video/film works

## 6. Evaluation of Effectiveness of Research

A major consideration for the evaluation of effectiveness in research in the field of art is the frequency and volume of activity. The steady consistent creation and exhibition of new work is of paramount importance. The stature of the exhibition space and scale of the exhibit should also be considered. Note that an art

historian's research will be largely presentation, publication, and curatorial while a studio artist's will be largely exhibition based. A digital artist will normally present work in web based or other digital format. Studio artists, both traditional media and digital normally make public speaking presentations as a part of their work.

Curators at the University of Alaska Museum of the North with a faculty appointment in Art typically have a portion of their workload assigned to the department. The Art Department will evaluate the curator's research record.

## **7. Criteria for Public, Professional and University Service**

Public service is intrinsic to the land grant/sea grant/space grant tradition, and is a fundamental part of the university's obligation to the people of its state. In this tradition, faculty providing their professional expertise for the benefit of the university's external constituency, free of charge, is identified as "public service." The tradition of the university itself provides that its faculty assumes a collegial obligation for the internal functioning of the institution; such service is identified as "university service." "Professional service" relates to activities with groups and organizations directly connected to the field of art.

### **University Service**

University service includes those activities involving faculty members in the governance, administration, and other internal affairs of the university, its colleges, schools, and institutes. It includes non-instructional work with students and their organizations. Examples of such activity include, but are not limited to:

- a. Service on university, college, school, institute, or departmental committees or governing bodies.
- b. Consultative work in support of university functions, such as expert assistance for specific projects.
- c. Service as department chair or term-limited and part-time assignment as assistant/associate dean in a college/school.
- d. Participation in accreditation reviews.
- e. Service on collective bargaining unit committees or elected office.
- f. Service in support of student organizations and activities.
- g. Academic support services such as library and museum programs.
- h. Assisting other faculty or units with curriculum planning and delivery of instruction, such as serving as guest lecturer.
- i. Mentoring of Faculty.
- j. Prizes and awards for excellence in university service.
- k. Serving as an outside examiner to other graduate programs in the university.
- l. Direction and supervision of the Art Department Fine Art Gallery and other exhibit spaces.
- m. Coordinating workshops and/or lectures for invited presenters.



Each individual faculty member's proportionate responsibility in service shall be reflected in annual workload agreements and performance evaluations. In formulating standards and indices for evaluation, promotion, and tenure, individual units should include examples of service activities appropriate for that unit, and measures for evaluation. Effectiveness of public service is "demonstrated by such things as: professionally related and publicly recognized service to constituencies external to the university, including public and private sector groups, governmental agencies, boards, commissions, committees, public interest groups, community groups, businesses, and urban and rural residents; successful design and implementation of technology transfer programs to external constituencies; application of directed research to the needs of constituencies; recognition, awards and honors from constituent groups; and reputation among peer deliverers of public service. Effectiveness of university service is demonstrated by such things as work on university committees and task forces; participation in faculty governance; colleague assistance; administrative work, and work with students beyond formal teacher-student relationships.

**Curators at the University of Alaska Museum of the North with a faculty appointment in Art typically have a portion of their workload assigned to the department. The Art Department will evaluate the curator's service record taking into consideration the recommendation of the UAF Museum committee.**

**Examples of measures for Art Department service include but are not limited to:**

- a. Frequency and volume of service activities. Considerations of the stature of the groups or organizations served are important.**
- b. Letters of appreciation from organizations benefiting from service activities**
- c. Letters of appreciation from UAF departments, units, colleges or other campus organizations for service on committees or other forums.**
- d. Awards from organizations or groups for service activities**

## **Curation**

Curators at the University of Alaska Museum of the North can hold a tenure-track faculty position. Rank and tenure are held within departments at UAF, and curators are thus treated as joint appointments between a department and University of Alaska Museum of the North as is the case for all tenure-track faculty in the department of art, curator's performances are evaluated on the basis of their activities in teaching, research and service.



Curation involves the management and development of a formally recognized university collection that exists to serve as a research resource for students and researchers at university, state, national, and international levels. Examples of curatorial activities include, but are not limited to:

- a. Maintaining, enhancing, and enlarging the collection (includes computerization and database development, archival upgrades, specimen conservation and identification, and adding specimens or objects to existing collection);
- b. Interacting with state and federal agencies and with the public on collections-related issues;
- c. Facilitating collections use through loans, exchanges, and visiting researchers;
- d. Maintaining appropriate permits (as needed for the collections);
- e. Supervising collections managers, student employees, and volunteers;
- f. Working with public program staff to create exhibits and educational activities appropriate to the collection;
- g. Pursuing funding for collections growth and maintenance; and
- h. Producing curatorial or collections-related publications, reports, and/or manuals.
- i. Ensuring university compliance with state and federal laws that pertain to the collection.

**Specific criteria for curatorial performance:**

Assistant Professor and Curator

Evidence of curatorial ability and a commitment to developing and managing research collections relevant to the area of specialization includes the following:

1. Curators will develop the collections as a permanent record of the natural and/or cultural diversity of Alaska and the circumpolar north and as a research resource for studies of biological and/or cultural diversity.
2. Collections care includes responsibility for the physical condition and storage of objects/specimens, corresponding documentation, budgetary management, and annual reports.



## **Evaluation of Curation**

A committee composed of the tenured curators at the museum will provide an evaluation to the unit peer committee. In formulating criteria, standards and indices for evaluation, promotion, and tenure, the museum should include examples of curatorial activities and measures for evaluation appropriate for that unit. Excellence in curation may be demonstrated through, e.g., appropriate letter of commendation, recommendation, and/or appreciation, certificates and awards, and other public means of recognition for services rendered.