

UAF REGULATIONS FOR THE APPOINTMENT AND EVALUATIONS OF  
FACULTY  
AND DEPARTMENT OF THEATRE & FILM UNIT CRITERIA ,  
STANDARDS, AND INDICES

THE FOLLOWING IS AN ADAPTATION OF UAF AND BOARD OF REGENTS  
CRITERIA FOR ANNUAL REVIEW, PRE-TENURE REVIEW, POST-TENURE REVIEW,  
PROMOTION, AND TENURE, SPECIFICALLY ADAPTED FOR USE IN EVALUATING  
THE FACULTY OF THE **THEATRE & FILM** DEPARTMENT. ITEMS IN  
BOLDFACE ITALICS ARE THOSE SPECIFICALLY ADDED OR EMPHASIZED  
BECAUSE OF THEIR RELEVANCE TO THE DEPARTMENT'S FACULTY, AND  
BECAUSE THEY ARE ADDITIONS TO UAF REGULATIONS.

## CHAPTER I

### Purview

The University of Alaska Fairbanks document, "Faculty Appointment and Evaluation Policies," supplements the Board of Regents (BOR) policies and describes the purpose, conditions, eligibility, and other specifications relating to the evaluation of faculty at the University of Alaska Fairbanks (UAF). Contained herein are regulations and procedures to guide the evaluation processes and to identify the bodies of review appropriate for the university.

The university, through the UAF Faculty Senate, may change or amend these regulations and procedures from time to time and will provide adequate notice in making change and amendments.

These regulations shall apply to all of the units within the University of Alaska Fairbanks, except in so far as extant collective bargaining agreements apply otherwise.

The provost is responsible for coordination and implementation of matters relating to procedures stated herein.



## CHAPTER III

### Periodic Evaluation of Faculty

#### A. General Criteria

Criteria as outlined in "UAF Faculty Appointment and Evaluation Policies," Chapter IV, 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 relevant activity and demonstrated competence from the following areas: 1) effectiveness in teaching; 2) achievement in scholarly activity; and 3) effectiveness of service.

#### Bipartite Faculty

Bipartite faculty are regular academic rank faculty who fill positions that are



EVENTS, LIKE WINTER SHORTS, FAMOUS FOR FIFTEEN PLAYWRIGHTING FESTIVAL, STUDENT FILM FESTIVAL AMONG MANY OTHERS BOTH ON AND OFF CAMPUS; STUDENT ACTORS, DIRECTORS, OR DESIGNERS WORKING ON OFF-CAMPUS PROJECTS AT ANOTHER THEATRE OR FILM COMPANY; UNDERGRADUATE RESEARCH PROJECTS, INCLUDING STUDENT THESIS PROJECTS; COACHING FOR GRADUATE SCHOOL AND U/RTA AUDITIONS AND PORTFOLIO OR REEL REVIEWS; SUPERVISION OF STUDENT LABOR AND ASSISTANTS IN ALL PRODUCTION AND MANAGEMENT AREAS OVERSEEN BY THE DEPARTMENT.

1. Effectiveness in Teaching

Evidence of excellence in teaching may be demonstrated through, but not limited to, evidence of the various characteristics that define effective teachers. FACULTY IN THE THEATRE & FILM DEPARTMENT HAVE UNUSUALLY HIGH TEACHING AND ADVISING LOADS. EXCELLENCE IN TEACHING IS THE DEPARTMENT'S HIGHEST PRIORITY. EXCELLENCE IN RESEARCH/CREATIVE WORK AND SERVICE MAY NOT COMPENSATE FOR AN INSUFFICIENT TEACHING RECORD.

Effective teachers

- a. are highly organized, plan carefully, use class time efficiently, have clear objectives, have high expectations for students;
- b. express positive regard for students, develop good rapport with students, show interest/enthusiasm for the subject;
- c. emphasize and encourage student participation, ask questions, frequently monitor student participation for student learning and teacher effectiveness, are sensitive to student diversity;
- d. emphasize regular feedback to students and reward student learning success;
- e. demonstrate content mastery, discuss current information and divergent points of view, relate topics to other disciplines, deliver material at the appropriate level;
- f. regularly develop new courses, workshops and seminars and use a variety of methods of instructional delivery and instructional design;
- g. SIGNIFICANTLY REVISE COURSES TO REFLECT NEW DEVELOPMENTS IN THE FIELD;
- h. may receive prizes and awards for excellence in teaching.

2. Components of Evaluation

Effectiveness in teaching will be evaluated through information on formal and

MAJORITY OF THE THEATRE OR FILM ARTISTS/  
COLLABORATORS/ PARTICIPANTS INVOLVED ARE FROM OUT  
OF STATE/ COUNTRY 3) THE PRODUCTION DREW AN  
AUDIENCE WHICH WAS NATIONAL OR INTERNATIONAL IN  
SCOPE.

- c. A REVIEW IN THE PROFESSIONAL MEDIA CAN BE A SIGNIFICANT PART OF A THEATRE OR FILM ARTIST'S RECORD, HOWEVER THE LACK OF A PRINTED REVIEW SHOULD NOT BE CONSTRUED AS A NEGATIVE ASSESSMENT OF THE WORK OF THE THEATRE OR FILM ARTIST. THE THEATRE OR FILM ARTIST CAN HAVE NO CONTROL OVER WHETHER A REVIEWER IS PRESENT OR WHETHER A REVIEW IS ULTIMATELY PRINTED.
  - d. ALTHOUGH THE THEATRE & FILM DEPARTMENT STRIVES TO ACQUIRE GRANTS, GRANT FUNDING IN THE ARTS IS OFTEN SCARCE.
  - e. EXTERNAL PEER EVALUATIONS MAY INCLUDE REPRESENTATIVES OF THE LOCAL, STATEWIDE, NATIONAL AND INTERNATIONAL THEATRE AND FILM COMMUNITIES.
  - f. FILM AND VIDEO WORKS MAY BE DISSEMINATED THROUGH DISTRIBUTION AGENCIES AND COMPANIES, ALTHOUGH THIS SYSTEM IS CONSIDERABLY LESS COMPREHENSIVE THAN THE EQUIVALENT DISSEMINATION OF PUBLISHED SCHOLARLY WORKS. SOME DISTRIBUTORS ARE HIGHLY SELECTIVE, AND THE INCLUSION OF A FACULTY MEMBER'S WORK WITHIN THEIR INVENTORIES CAN BE CONSIDERED AN INDICATION OF QUALITY. HOWEVER, MOST FILM AND VIDEO DISTRIBUTORS ARE COMMERCIAL, AND THE EXCLUSION OF A FACULTY MEMBER'S WORK FROM SUCH DISTRIBUTION IS NOT NECESSARILY AN INDICATION THAT IT HAS LITTLE OR NO ARTISTIC OR SOCIAL VALUE. IT MUST BE REMEMBERED THAT FACULTY WORKS MUST COMPETE FOR DISTRIBUTION WITH WORKS PRODUCED BY INDIVIDUALS WHOSE CAREERS ARE EXCLUSIVELY DEDICATED TO CREATIVE FILM AND VIDEO PRODUCTION.
2. Achievement in Research, Scholarship and Creative Activity  
Whatever the contribution, research, scholarly or creative activities must have one or more of the following characteristics:
- a. They must occur in a public forum.
  - b. They must be evaluated by appropriate peers.





animal material, and where appropriate obtaining patents and/or copyrights for said development.

- m. PLAYWRIGHTING, SCREENWRITING, PRODUCTION DRAMATURGY, NEW PLAY DEVELOPMENT AND WORKSHOPPING, LITERARY MANAGEMENT.
  - n. CRITICAL REVIEWS, CRITICAL DRAMATURGY, THEATRE OR FILM ANTHROPOLOGY, BASIC PERFORMANCE RESEARCH, SCRIPT PREPARATION, PEER REVIEWS OF PRACTICE AND WRITING, CONSULTING.
  - o. DESIGN (PRODUCTION, LIGHT, SET, COSTUME, SOUND, PROJECTION).
  - p. PRODUCING, DIRECTING, ACTING, COACHING (VOCAL, STYLE, MOVEMENT, STAGE OR SCREEN COMBAT OR STUNTS), CHOREOGRAPHIC WORK.
  - q. FILM -MAKING, VIDEO DOCUMENTATION, VIDEO EDITING, DVD AUTHORIZING, MULTI -MEDI A AND WEB CREATION.
  - r. PRODUCING, SEASON PLANNING, BUDGETING, PRODUCTION MANAGEMENT AND COORDINATION, STAGE MANAGEMENT, TECHNICAL DIRECTION, PUBLIC RELATIONS, MARKETING.
  - s. INVITED PRESENTATIONS, LECTURES, AND INVITATIONS TO TEACH MASTER CLASSES OR LEAD INTENSIVE WORKSHOPS.
  - t. DISTRIBUTION OF ORIGINAL MEDIA CONTENT THROUGH FILM SCREENINGS, FILM FESTIVALS, TELEVISION BROADCAST, PODCAST, OR NEW MEDIA FORMATS WHICH CAPTURES A BROAD AUDIENCE.
4. DOCUMENTATION OF ABOVE CREATIVE ACTIVITY MAY INCLUDE (BUT IS NOT LIMITED TO):
- a. WRITTEN EVALUATION BY THE CHAIR, FACULTY PEERS, EXTERNAL PEERS, OR OUTSIDE EXPERTS.
  - b. REVIEWS IN THE PROFESSIONAL MEDIA.
  - c. SCRIPTS OF ORIGINAL PRODUCED PLAYS OR SCREENPLAYS, INCLUDING ADAPTATIONS AND TRANSLATIONS.

- d. PHOTOGRAPHIC IMAGES OF PRODUCTIONS OR FILMS, WORKING DRAWINGS, RENDERINGS, DVDS, CDS, LIGHT PLOTS, SET MODELS, DESIGN PORTFOLIOS, STORY BOARDS, SHOT LISTS, AND OTHER SUPPORTING MATERIAL.
  
- e. RESEARCH AND ANALYTICAL MATERIALS, DIRECTORS' PRODUCTION BOOKS, STUDY GUIDES, PROGRAM

CAMPUS-WIDE OUTREACH EVENTS SUCH AS I'M GOING TO  
COLLEGE AND UAF INSIDE OUT.

- b. Service on or to government or public co-2( o004 Tc 0.004aA7 0 Td ( )Tj 0.00m0aA7 0 [
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- d. Participation in accreditation reviews INCLUDING AUTHORSHIP OF ACCREDITATION OR OTHER COMPREHENSIVE PROGRAM REPORTS.
- 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 unit with curriculum planning and delivery of instruction, such as serving as guest lecturer.
- i. Mentoring.
- j.

