Florida State University Policy 3A-6  Evaluation of Instructors of Record

Title of Policy:  Policy on Evaluation of Instructors of Record
Responsible Executive:  Vice President for Faculty Development and Advancement
Approving Official:  Provost
Effective Date:  March 26, 2014
Revision History:  New March 26, 2014

I. INTRODUCTION

Florida State University defines the "instructor of record" as the individual designated by the academic unit as responsible for a course, including developing its design, delivery, assignments, and assessments. All instructors of record, regardless of rank or type, must meet the appropriate standards for credentials and appointment (See "Florida State University Policy for Faculty Credentials" and the "Faculty Handbook" Section 4.)

II. POLICY

Instructors of record are evaluated according to the following:

A. Faculty (i.e., tenured, tenure track, specialized, non-tenure track) assigned as instructor of record must be evaluated according to the provisions of the BOT / UFF Collective Bargaining Agreement and departmental bylaws, using multiple materials appropriate for the evaluation of instruction, including student evaluations of instruction and peer classroom visitations.

B. Graduate Teaching Assistants assigned as instructor of record must be evaluated according to the provisions of the UFF / FSU / GAU Collective Bargaining Agreement, using materials appropriate for the evaluation of instruction, including, for example, student evaluations of instruction and supervisory classroom visitations.

C. Adjuncts assigned as instructor of record must be evaluated each semester by department chairs or deans, using materials appropriate for the evaluation of instruction, including, for example, student evaluations of instruction and peer and/or supervisory classroom visitations. Because appointments for adjuncts extend only for a semester at a time and no employment rights extend beyond that timeframe, negative evaluations may result in decisions not to reappoint adjuncts.
III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY

The Vice President for Faculty Development and Advancement has exclusive authority, as delegated by the Provost and President, to establish all policy consistent with SACSCOC guidelines for instructor qualifications.

The Vice President for Faculty Development and Advancement shall be responsible for periodic review and of this policy and for suggesting any necessary revisions to both the Provost for their approval.

Garnett S. Stokes, Provost

Date

3/26/2014