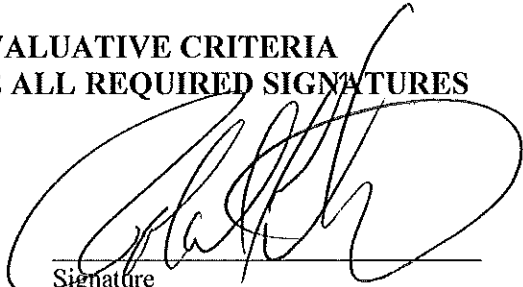


**FORM 8**

**SIGNATURE SHEET FOR EVALUATIVE CRITERIA  
APPROVED CRITERIA SHALL HAVE ALL REQUIRED SIGNATURES**

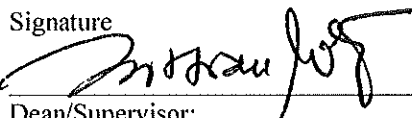
Department/Office: Health & Exercise Science

Department Chair: Robert Stemer  
Print

  
Signature

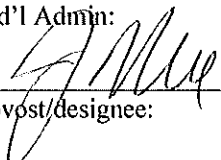
Academic Year (circle):            15-16            16-17            17-18            18-19            19-20

Date Sent to Dean/Supervisor: 12/5/2018

Signature   
Dean/Supervisor:

Date  
12/12/2018

Approved  
 Y / P / N

Add'l Admin:   
Provost/designee:

3/17/19

Y / P / N

Y / P / N

President/designee:

Y / P / N

Y = Approved	P = Approved pending modifications	N = Not approved
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For P or N decisions, the departmental committee should be provided with the reasons for non-approval, as well as suggested changes to the criteria within a reasonable time to ensure timely approval for first year candidates.

**DIRECTIONS:** Sign each line and print or stamp name below the line. This signature page must accompany the evaluative standards throughout the entire approval process, and serves as a record that all levels have contributed to the approval process. After all levels have approved the evaluative standards, this cover page and the criteria shall be duplicated, and a copy sent to the Senate office for archiving. The original criteria packet is returned to the Department/Office.

<b>SUGGESTED TIMETABLE:</b>	<b>DATE</b>
Departmental approval, sent to Dean/Supervisor:	<b>September 25 (earlier if possible)</b>
Dean provides feedback regarding criteria	<b>October 9</b>
Final administrative approval and forwarding to Senate, Department, and Dean	<b>November 1</b>

**Department of Health & Exercise Science's Interpretation and Weighting of Tenure and Re-contracting Criteria for AY 19**  
**~Tenure Track Faculty~**

**Criteria, Weighting, & Departmental Responsibilities**

**1. Criteria & Weighting**

1.1 Candidates for tenure and re-contracting will be evaluated according to the criteria of professional involvement in four areas, as defined in the Recontracting and Tenure Memorandum of Agreement (henceforth the MOA) for 2018- ([https://sites.rowan.edu/senate/docs/tenure/tenure\\_rec\\_moa\\_2018.pdf](https://sites.rowan.edu/senate/docs/tenure/tenure_rec_moa_2018.pdf)), and in the following order: a) Teaching Effectiveness, b) Scholarly and Creative Activity, c) Service to the University, and d) Service to the Wider and Professional Community.

2.4. Department Responsibilities (MOA, 2018-, p. 18)

2.41. Statement interpreting the Criteria: Each year, by October 1, and before evaluation of candidates, each department (including part-time faculty and staff) will prepare and formally ratify a statement interpreting the criteria used in evaluating candidates for recontracting.

**Terminal degree statement:** The terminal degree for faculty at the Assistant Professor Level in the Department of Health & Exercise Science (HES) is a PhD for Full Time Tenure Track Faculty.

**Criteria for Evaluation of Candidates for Recontracting:**

The Department of Health & Exercise Science within the College of Science & Mathematics and School of Health Professions is dedicated to excellence in teaching, research and service. It is determined to support its Tenure Track Faculty in their development in the classroom in order to produce excellent graduates, and to support research faculty in their pursuit of excellence in disseminating high quality research and successfully seeking external funding. The HES department has five criteria for successful recontracting, which incorporates the candidate's academic record, and their self-appraisal of that record, as the basis for assessment in the areas of teaching, scholarship/professional development, and service, as required for recontracting and tenure:

1. **Teaching effectiveness** based on student evaluation scores and comments and peer observations and candidate self-appraisal of evaluations/observations; as well as evidence of mentoring of students, developing learning activities, and developing as a teacher.
2. **Scholarly activities and achievement** based on publication of research in appropriate journals, presentation of scholarship in conferences, and appropriation of external funding for research (Full Time Tenure Track Faculty);
3. **Service** to the department, School/College, and University
4. **Service** to the wider and professional community.
5. **Appropriate statement of goals** and plans for future development in all the above areas.

**Criteria for Teaching Effectiveness**

Characteristics of teaching effectiveness are provided in Appendix A Section 1.1 of the MOA. Assessment will be based on performance in the four areas below.

**Academic Instruction** as assessed through classroom observation, student evaluations, self-assessment of teaching effectiveness, and other evidence provided in the candidate's portfolio. Peer observation and student evaluations will be weighted highest of these forms of evidence. Evaluation of teaching effectiveness for HES Full Time Tenure Track Faculty also includes the following:

**Student Mentoring** and support outside of the classroom, including but not limited to serving as an advisor to a student club or group, participating in the interview process for our majors as they enter their academic programs, and/or providing help to graduating students preparing for job interviews;

**Developing Learning Activities** including but not limited to creating, reviewing, and redesigning learning experiences or work on course or curriculum development;

**Developing as a Teacher** including but not limited to participating in professional development, conducting classroom research, collaborating with colleagues in, and maintaining currency in the pedagogy of the discipline.

**Department of Health & Exercise Science's Interpretation and Weighting of Tenure and Re-contracting Criteria for AY 19**  
**~Tenure Track Faculty~**

**Criteria for Scholarly and Creative Activity**

Excellence in scholarly and creative activity is predicated on development of an independent, externally funded and sustainable research agenda, and on characteristics described in Appendix A Section 1.2A of the MOA. Scholarship should contribute to the knowledge base in the field, exhibit a high level of discipline-related experience, be able to be replicated or elaborated, documented or cited, and peer reviewed; and be innovative, break new ground, or demonstrate significance or impact.

Scholarship in Health & Exercise Science includes the areas of **Research, Creative Activity, Applied Research and Funded Research and Creative Projects**. Since there is a relatively wide variety of sub disciplines within the HES department, it is understood that the characteristics of research and scholarly activities will vary from one faculty member to another. The following factors will be considered in evaluating a candidate's scholarship: professional expertise and preparation required to conduct the activity; amount of time and resources dedicated to the activity; recognition by external peers, i.e., through peer reviewed publications or presentations recognized as having an appropriate level of rigor in the review process; impact of publications and presentations; and evidence of continuous productivity throughout the candidate's academic career. Tenured faculty can apply for adjusted load for research based on the CSM|SHP Adjusted Load Award guidelines.

The department recognizes the following categories of evidence of productive scholarship for tenure track faculty:

- 1. Peer-reviewed publications in the candidate's area of research.** This includes research in the categories described above. Publication in peer-reviewed journals is the primary form of dissemination of research results. While the candidate need not be the primary author on all publications, they should be making original contributions appropriate for an independent researcher.
- 2. External funding submissions and awards.** This includes all forms of external funding, though greatest weight is given to competitive programs that incorporate peer review in the evaluation process. Candidates should be PI, Co-PI or Co-Investigator status.
- 3. Presentation of research and other scholarly activity.** This category includes oral and poster presentations of research at conferences, as well as invited talks at conferences and other institutions.
- 4. Student mentoring.** This category includes any evidence pertaining to the mentoring of Rowan undergraduate or graduate students in research activities. Evidence of student mentoring includes formal inclusion of students in scholarly pursuits, participation of students in presentations at conferences, and student authorship on peer-reviewed publications.
- 5. Scholarship of pedagogy.** This category includes the conduct, presentation, and publication of peer-reviewed research on the teaching of health and exercise science related content.

Candidates applying for tenure are required to have an external reviewer evaluate their scholarship, as described in Section 2.1114 of the MOA.

**Criteria for Service**

All HES Faculty are expected to engage in service at the departmental, college and university level, and to engage in professional service in the wider and appropriate professional communities. Descriptions and examples of both areas of service are provided in Appendix 1.3 and 1.4 of the MOA. Service contributions may vary widely, however, departmental and college level service is expected of all faculty, and university level service is additionally expected of tenured faculty.

All faculty are expected to make contributions to their professional fields, including membership in professional organizations. Tenure track faculty are expected to develop further contributions at the national level and/or leadership in professional organizations, as they progress through tenure and beyond.