

FORM 8

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

Department/Office: Geology

Department Chair: Harold C Connolly Jr. Harold C Connolly Jr.
Print Signature

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

Date Sent to Dean/Supervisor: _____

Signature [Signature] Date 2/2/2020 Approved Y/P/N

Dean/Supervisor: _____ Y/P/N

Add'l Admin: [Signature] 2/4/20 Y/P/N

Provost/designee: _____ Y/P/N

President/designee: _____

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.

SUGGESTED TIMETABLE:

Departmental approval, sent to Dean/Supervisor:

DATE

September 25 (earlier if possible)

Dean provides feedback regarding criteria

October 9

Final administrative approval and forwarding to Senate,
Department, and Dean

November 1

Criteria for Lecturer Recontracting
Department of Geology
Zachary Boles, Ph.D.

Tenure and Recontracting Committee

A committee shall be composed according to the Recontracting and Tenure Memorandum of Agreement. The department chairperson shall be a member of the committee.

Criteria For Evaluation

Dr. Zachary Boles is appointed as a Lecturer in the Department of Geology in the School of Earth & Environment with shared responsibilities at the Jean and Ric Edelman Fossil Park.

The Department of Geology Tenure and Recontracting Committee and the Dean of the School of Earth and Environment will evaluate Dr. Boles' activities as a lecturer. 50% of Dr. Boles' teaching load will be reassigned, so that he may engage in education development, outreach, research, and collections management at the Jean and Ric Edelman Fossil Park. His work at the Jean and Ric Edelman Fossil Park will be evaluated by the Director of the Jean and Ric Edelman Fossil Park, who will forward that evaluation to the Department of Geology Tenure and Recontracting Committee.

His work as a lecturer is to focus on the development, implementation, and teaching of geology- and paleontology-based courses. Whenever possible, a portion of each course should incorporate the scientifically important Jean and Ric Edelman Fossil Park.

His duties at the Edelman Fossil Park will be assigned by the fossil park director, and may consist of assisting with the design of the fossil park museum, developing public programming, training students and volunteers, managing the museum lab, curating and cataloging specimens, and other duties, as assigned.

The criteria and weighting set forth below applies to the portion of his time not released to the Edelman Fossil Park:

Outline of Responsibilities within the Department of Geology

1. Teaching Effectiveness – 51%
 - a. Committee's evaluation of formal teaching activities, including:
 - i. Peer observations
 - ii. Student evaluations and lecturer's response
 - iii. Curricula, courses and teaching materials developed
 - iv. Self-evaluation of teaching activities
 - v. Plans for growth and development of future teaching activities
2. Public Communication and Informal Teaching – 10%
 - a. Committee's evaluation of Public Communication and Informal Teaching, including:
 - i. Peer observations

activities will count towards Public Outreach/Informal Teaching and which will count towards Public Outreach/Educational Programming at the Edelman Fossil Park.

Professional Development

25 percent

Dr. Boles will maintain currency in the overall field of vertebrate paleontology and his areas of specialty within. He may also engage with museum associations and/or the professional museum community to keep abreast of the best practices and trends with regard to exhibit design and fossil preservation. Further, he should keep abreast of developments and techniques in teaching that enhance student learning. Professional development for Dr. Boles includes a variety of activities that can help achieve these objectives including but limited to:

- Publishing first author or co-authored peer-reviewed manuscripts
- Attending and presenting at professional conferences
- Attending workshops and webinars and participating in faculty learning communities.
- Seeking additional training or education to improve or expand knowledge.
- Developing or enhancing skills in the assessment of the teaching and learning processes in geology and paleontology

Service: Contributions to the University, School, Department, and Wider Community

14 percent

Service to the department, school, university, academic discipline, and broader public is expected from all Lecturers.

Lecturers are expected to participate in routine departmental meetings and certain departmental, school, and university committees. Lecturers are expected to participate in course and curriculum development. Other contributions may include participating in faculty candidate interviews, open-houses, and other recruiting events. In the case of Dr. Boles, service includes the development and curation of the department's osteological teaching collections and the Edelman Fossil Park fossil collections.