
Approved Department Recontracting/Promotion criteria

Weighing of Recontracting & Promotion Department of Music (Lecturer)

The Department of Music utilizes the following criteria, drawn from the Letter of Agreement – Non-Tenured Teaching Faculty, in the following order of importance: teaching effectiveness, contributions to the university community and contributions to the wider and professional community/professional development. Lecturers are expected to remain current in their fields of teaching and expertise. This document is specifically prepared for Dr. Noa Even, Lecturer in Saxophone.

Consideration shall be given to all members who include an impact statement in their package and whose review falls within the period where the pandemic may have had an impact on their performance in any of the three areas.

1. Teaching Effectiveness

Facilitating and leading student learning is of central importance to the Department of Music's mission. Criteria for the evaluation of a candidate's teaching effectiveness includes but is not limited to:

- planning and preparation
- instructional methodology
- assessment of student learning
- providing feedback to students
- maintaining currency and relevancy of course content
- enthusiasm
- knowledge of content /musicianship
- interpersonal and communication skills
- supervising internships/recitals/special projects/chamber music
- encouragement and support of student progress and achievement
- providing an equitable education for all students regardless of their backgrounds
- preparing students to work with diverse populations in a globally interconnected world
- presenting coursework that accurately reflects the diversity of musical contributions and that addresses the historical and present-day inequities in our field.

Evaluation of a candidate's teaching effectiveness is accomplished through student evaluations and peer observations (including review of syllabi). The Department of Music often utilizes a custom student evaluation form that accommodates the wide variety of instructional settings within the department. Evaluations can be administered by tenured-track faculty in class during the last five weeks of the semester or be administered online. Which evaluation form/process the candidate uses is up to the candidate (*Fall 2020 all evaluations are ONLINE due to Covid-19*). In addition, online evaluations are utilized for online courses. Peer observations are conducted by tenured faculty from within the department, at the invitation of the candidate.

2. Contribution to the University Community

Candidates are expected to participate in and support the operation of the department, college, and university, through activities including but not limited to:

- service on department, college, and university committees
- participation in departmental program planning, revision, and evaluation that demonstrates commitment to diversity, equity, and inclusion
- participation in departmental efforts to recruit students
- leading the Woodwind Division
- planning and supporting woodwind specific events/master classes that demonstrates a commitment to diversity, equity, and inclusion

Expectations for service increase through the promotion process, as candidates secure and expand their role as members of the university community.

3. Contribution to the Wider and Professional Community/Professional Development

The Department of Music also seeks to lead and serve the broader musical community. Candidates are expected to engage and lead in the professional through activities that include but are not limited to:

- membership, participation, and leadership in professional organizations
- participation in, and leadership of conferences or workshops
- publication of practitioner articles in non-peer reviewed trade journals and presentations at state level conferences
- performing at Rowan and in the Greater Philadelphia Region
- creating and maintaining relationships with music vendors where appropriate
- publishing, premiering original musical compositions
- outreach to schools, colleges, and organizations
- guest lecturing for other departments/institutions on scholarly expertise
- demonstrates inclusive representation on concert programs, collaborations with composers, and other artistic projects.