OFFICIAL

Policy and Procedure Statement 4.05
Maintenance and Improvement of
Review Cycle: Sep. 1, ENY
Quality in Teaching
Review Date: September 1, 2016
(13 paragraphs)
Reviewer: Director, Academic Development
and Assessment

PURPOSE

1. Because teaching is the most fundamental responsibility of the faculty at Texas State, the university must assure that the highest teaching standards are maintained. This statement describes some of the means by which Texas State University promotes those standards.

AWARDS FOR HIGH QUALITY IN TEACHING

2. Each year, the University presents Awards for Excellence in Teaching. These awards are described in PPS 6.11 Presidential Awards for Excellence in Teaching, Scholarly/Creative Activity, Service, and Presidential Seminar.

3. Faculty members at Texas State are eligible to apply for the Piper Professor Award, which is presented to outstanding teachers in Texas colleges and universities. The Piper Award is described in PPS 6.04, Piper Professor Award Recognition.

4. An Award for Excellence in Part-Time Teaching is annually presented in each academic college. The Faculty Senate annually distributes a call for nominations for this award.

5. An Award for Excellence in Online Teaching is administered by the Distance Education Steering Committee, which annually distributes a call for nominations for this award.

EVALUATION OF TEACHING

6. Texas State University requires departments/schools to evaluate their faculty members at least once annually to provide for self-development; identify, reinforce, and share the strengths of faculty; extend opportunities for continuous professional development; and provide for identifying and strengthening the role of faculty members in their departments [PPS 8.09, Performance Evaluation of Continuing Faculty and Post-Tenure Review, PPS 8.11, Performance Evaluation of Non Continuing Adjunct Faculty]. Furthermore, expectations for tenured and tenure-track faculty
normally should include clearly documented evidence of high-quality teaching. This evaluation is intended to benefit the faculty member and improve faculty performance. Teaching is a significant factor in all faculty evaluation. Specific procedures of formative evaluation are determined by the departments/schools.

7. The evaluation also provides information that may be used in tenure and promotion recommendations, the awarding of performance and merit raises, and decisions regarding the retention of faculty.

8. The university requires that students have the opportunity to evaluate their professors’ instruction. A common departmental end-of-course student evaluation is administered in courses to derive student perceptions of instruction. In compliance with HB2504, a common university-wide end-of-course student perception of instruction survey is administered for each undergraduate organized class.

INSTRUCTION IN TEACHING

9. The Office of Academic Development and Assessment offers workshops to advance faculty in the area of teaching. All faculty members are encouraged to participate in these services as well as those offered by other university groups or offices.

10. There is a strongly asserted expectation that first-year tenure-track faculty members participate in the Program for Excellence in Teaching and Learning sponsored by the Office of Academic Development and Assessment.

11. In order to meet national best practices and standards promulgated by the Southern Association of Colleges and Schools Commission on Colleges and the Texas Higher Education Coordinating Board, faculty members who teach distance education courses are required to complete a:
   1. professional development program approved by the Distance and Extended Learning Steering Committee prior to teaching at a distance, and
   2. self-assessment of assigned distance courses every three years using the university’s Best Practices Checklist rubric.

12 The Office of Distance and Extended Learning and Instructional Technologies Support jointly develop and implement the professional development program. The Office of Distance and Extended Learning implements the Best Practices Checklist process.
CERTIFICATION STATEMENT

13. This PPS has been approved by the reviewer listed below and represents Texas State's Division of Academic Affairs policy and procedure from the date of this document until superseded.

Review Cycle: ________________   Review Date: _______________________
Reviewer: ____________________ Date: ______________________________
Approved: ____________________ Date: ______________________________

Gene Bourgeois
Provost and Vice President for
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Last Updated: May 5, 2014
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