



## **CECS Teaching Professor Review Process and Criteria**

Memorandum of Understanding #8 in the 2021-2024 UM-LEO Agreement established the Teaching Professor working title. Effective September 1, 2022, Employees who reach or have reached their first Continuing Review in their appointment will have the ability to elect consideration for a working title of “Teaching Professor.” In order to be considered for the title “Teaching Professor,” the Employee must present a portfolio containing detailed explanation and examples of their work. The academic unit will collect and evaluate the portfolio based on the Evaluation Criteria in this document. Candidates receiving the Teaching Professor working title will have demonstrated sustained excellence in the classroom, teaching innovation, advancement of the Diversity, Equity, and Inclusion mission of the University, etc. This working title will celebrate and honor our best lecturers.

### **Application and Review Process**

#### **Department (simultaneous with Continuing Review<sup>1</sup>)**

- Lecturer is notified that the Continuing Review (CR) will take place the following academic year prior to the deadline.
- Lecturer can provide a written request for consideration for the title of Teaching Professor, concurrent with their CR, within five (5) business days of receiving the CR notice.
- Lecturer supplies standard CR materials (CV, candidate statement of contributions to teaching, etc.) based on CR process and timeline.
- Lecturer supplies evidence of proficiency and/or excellence responsive to the evaluation criteria. The lecturer should respond to each point in a narrative and supply additional evidence (i.e. course assignments, syllabi, curriculum change requests, etc.) as applicable.
- The department will conduct the CR according to the established process and timeline.
- Concurrent with the CR the CR committee will review the Teaching Professor title application and make a recommendation to the Department faculty and chair.

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<sup>1</sup> During the Academic Years 2022-2024, there will be a “catch-up” period where currently eligible lecturers can apply for the Teaching Professor title. The application process for these special cases will be handled in accordance with MOU#8 of the University of Michigan Lecturers’ Employee Organization Agreement for 2021-2024.



### **College**

- The Chair will convey the recommendation to the Executive Committee. If the executive committee agrees with the recommendation to grant the Teaching Professor title, the application and college recommendation will be forwarded to the Provost Office for final review and approval according to the established annual timeline (March 10th).

### **Provost Office**

Final review and decision of bestowing the Teaching Professor title upon the Lecturer. The decision and communication will take place no later than March 31. Lecturers must successfully pass the concurrent continuing review to be given the title Teaching Professor.

### **Eligibility Criteria**

The lecturer must meet the following eligibility criteria to be considered for the title of Teaching Professor in the College of Engineering and Computer Science:

- Lecturer II or IV in good standing and are at or have completed their first Continuing Review.

### **Evaluation Criteria**

A candidate for Teaching Professor will be evaluated on demonstrated proficiency and/or excellence in the following areas:

#### **Growth and advancement of the Lecturer's empirical, conceptual, and procedural knowledge relevant to the subject areas in which they provide instruction.**

- What innovations has the Lecturer made to their teaching method over the years?
- How is this growth demonstrated in their courses and syllabi?
- Do they demonstrate the ability for continued growth and innovation in their knowledge of their subject area?

#### **Growth and advancement of methods of instruction and high teaching standards.**

- How has the Lecturer's theoretical approach to pedagogy grown over the course of their time as an instructor?
- How has the Lecturer's practical application of the delivery of instruction evolved?
- Does the Lecturer demonstrate that they are attentive to pedagogy and are able to express how they evaluate pedagogy in order to continue to improve?



**Additional Support**

Peer Review/Support: Provide one letter of support (not to exceed two pages) from a peer demonstrating that the individual meets one or more of the selection criteria.

Additional support in the following areas may be provided for consideration:

- Demonstrated scholarly or creative work within their field and positioned themselves both internally and externally as having a heightened status within their field.
- Participating in activities or programs to advance the mission of the university, support their unit, or improve the culture of the learning environment.
- Participation in curriculum development.
- Improvement, growth, or advancement in their administrative or service duties (Lecturer IV only).