
The following information can be found on the SMU website at:
<https://www.smu.edu/Meadows/About/AcademicAffairs>

Teaching Reviews will take place for untenured faculty, in the second and fifth years of their tenure-track appointments in the Meadows School of the Arts.

Teaching Reviews are recommended for all faculty members every three to five years.

The Second-year and Fifth-year Reviews are particularly important in the professional development of Meadows faculty. The entire faculty is reliant upon the generous and thoughtful participation of experienced senior faculty to make the process meaningful and worthwhile.

- The faculty member's Chair/Director, with the consent of the faculty member under review, will appoint a senior tenured or emeritus faculty member to conduct the review.
- (second-year and fifth-year)
- The primary objective of the review is to provide experiences and information that will enable the faculty member to continue to grow and develop as an effective teacher.
- The process may be customized, as necessary and appropriate, to create the best possible . Details regarding matters such as, but not limited to, deciding upon the specific classes that should be visited and whether the process should carry over into the Spring Term are at the discretion of the faculty member and the reviewer.

The

will:

1. Discuss matters of teaching philosophies, approaches, and strategies with the faculty member—both in general and with regard to the specific courses currently being taught;
2. Review all course materials, including, but not limited to, syllabi, learning outcomes, course handouts, assessments, teaching portfolio materials, etc.;
3. Review course evaluations, including narrative student comments;
4. Make a minimum of two arranged classroom visits;

From the Senior Associate Dean

Ø By _____, at the latest, all Meadows Academic Chairs/Directors must consult with the Senior Associate Dean and confirm the identities of those faculty members from their units who are scheduled for the following reviews in the coming academic year:

- _____
- _____
- _____
- _____
- _____

Ø Academic Chairs/Directors should maintain ongoing communication with and provide appropriate advice to the tenured associate professors on their faculties regarding both short-term and long-term plans for promotion to full professor.

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_____ . The Senior Associated Dean is not responsible for initiating and managing the process. The reports are submitted to the Senior Associate Dean and the Senior Associate Dean is, of course, willing and prepared to provide Meadows Academic Chairs/Directors with any advice they might require and request regarding the process.