

**UAF REGULATIONS FOR THE APPOINTMENT AND EVALUATIONS OF  
FACULTY  
AND MUSIC UNIT CRITERIA, STANDARDS, AND INDICES**

***THE FOLLOWING IS AN ADAPTATION OF UAF AND BOARD OF REGENTS'  
CRITERIA FOR ANNUAL REVIEW, PRE-TENURE REVIEW, POST-TENURE REVIEW,  
PROMOTION, AND TENURE, SPECIFICALLY ADAPTED FOR USE IN EVALUATING  
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## **CHAPTER II**

### **Initial Appointment of Faculty**

#### **A. Criteria for Initial Appointment**

Minimum degree, experience and performance requirements are set forth in “UAF Faculty Appointment and Evaluation Policies,” Chapter IV. Exceptions to these requirements for initial placement in academic rank or special academic rank positions shall be submitted to the chancellor or chancellor’s designee for approval prior to a final selection decision.

#### **B. Academic Titles**

Academic titles must reflect the discipline in which the faculty are appointed.

#### **C. Process for Appointment of Faculty with Academic Rank**

Deans of schools and colleges, and directors when appropriate, in conjunction with the faculty in a unit, shall observe procedures for advertisement, review, and selection of candidates to fill any vacant faculty position. These procedures are set by UAF Human Resources and the Campus Diversity and Compliance (AA/EEO) office and shall provide for participation in hiring by faculty and administrators as a unit.

#### **D. Process for Appointment of Faculty with Special Academic Rank**

Deans and/or directors, in conjunction with the faculty in a unit, shall establish procedures for advertisement, review, and selection of candidates to fill any faculty positions as they become available. Such procedures shall be consistent with the university’s stated AA/EEO policies and shall provide for participation in hiring by

### CHAPTER III

#### Periodic Evaluation of Faculty

##### A. General Criteria

Criteria as outlined in “UAF Faculty Appointment and Evaluation Policies,” Chapter IV, evaluators may consider, but shall not be limited to, whichever of the following are appropriate to the faculty member’s professional obligation: mastery of subject matter; effectiveness in teaching; achievement in research, scholarly, and creative activity; effectiveness of public service; effectiveness of university service; demonstration of professional development and quality of total contribution to the university.

For purposes of evaluation at UAF, the total contribution to the university and activity in the areas outlined above will be defined by relevant activity and demonstrated competence from the following areas: 1) effectiveness in teaching; 2) achievement in scholarly activity; and 3) effectiveness of service.

##### **Bipartite Faculty**

Bipartite faculty are regular academic rank faculty who fill positions that are designated as performing two of the three parts of the university’s tripartite responsibility.

The dean or director of the relevant college/school shall determine which of the criteria defined above apply to these faculty.

Bipartite faculty may voluntarily engage in a tripartite function, but they will not be required to do so as a condition for evaluation, promotion, or tenure.

#### **MUSIC FACULTY**

**WITH RESPECT TO PERFORMANCE OR CONDUCTING ACTIVITIES DONE UNDER THE CATEGORY OF RESEARCH, THE PROFESSIONAL PRESTIGE OF ANY PERFORMANCE OR CONDUCTING EVENT IS DETERMINED BY THE VISIBILITY OF THE PERFORMANCE FORUM AND THE LIKELIHOOD THAT A PRINTED REVIEW COULD RESULT. ALSO AFFECTING VISIBILITY OF THE EVENT IS THE LEVEL OF SOPHISTICATION OF THE AUDIENCE, AND THE REPUTATION OF THE FORUM IN THE EYES OF THE MUSIC PROFESSIONALS IN THE SAME PERFORMANCE DISCIPLINE.**

**A REVIEW CAN BE A SIGNIFICANT PART OF A PERFORMER’S PROFESSIONAL RECORD; HOWEVER, THE LACK OF A PRINTED REVIEW FOR ANY ONE CONCERT SHOULD NOT BE CONSTRUED AS A NEGATIVE ASSESSMENT OF THE WORK OF THE ARTIST. THE ARTIST HAS NO CONTROL WHETHER A REVIEWER IS PRESENT OR WHETHER A REVIEW IS ULTIMATELY PRINTED.**



***THE UNIT CRITERIA DOC***

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*Department of Music Unit Criteria*  
*Approved xx xx, xxxx at Faculty Senate Meeting #x.*

Effectiveness in teaching will be evaluated through information on formal and informal teaching, course and curriculum material, recruiting and advising, training/guiding graduate st

**INTERNATIONAL PERFORMANCES WITH KNOWN MUSIC ENSEMBLE OR AT NATIONALLY, OR INTERNATIONALLY, VISIBLE CONCERT FORUMS. SOUND RECORDINGS COMMERCIALY MARKETED AND DISTRIBUTED BEYOND THE STATE.**

- d. **WHILE THE DEPARTMENT OF MUSIC STRIVES TO ACQUIRE GRANTS, GRANT FUNDING IN THE ARTS IS OFTEN SCARCE.**

**2. Achievement in Research, Scholarly and Creative Activity**

Whatever the contribution, research, scholarly or creative activities must have one or more of the following characteristics:

- a. They must occur in a public forum.
- b. They must be evaluated by appropriate peers.
- c. They must be evaluated by peers external to this institution so as to allow an objective judgment.

**IN THE ABSENCE OF PUBLISHED REVIEWS, THE DEPARTMENT CHAIR OR THE DEPARTMENT PEER REVIEW COMMITTEE COULD (AT THEIR DISCRETION) SOLICIT OPINIONS FROM KNOWLEDGEABLE PERSONS WHO ATTENDED OUT-OF-TOWN PERFORMANCES. FACULTY MEMBERS DESIRING TO ENGAGE LOCAL PEERS SHOULD DISCUSS SPECIFICS WITH THE DEPARTMENT HEAD WELL IN ADVANCE OF THE CONCERT EVENT.**

**THE LACK OF EXTERNAL PEER EVALUATIONS SHOULD NOT REFLECT NEGATIVELY ON THE RECORD OF THE FACULTY CANDIDATE.**

- d. They must be judged to make a contribution.

**LOCAL (IIA) METHOD FOR EVALUATION: FORMAL LETTERS OF INVITATION FROM THE PRESENTING ORGANIZATION; FORMAL CONCERT PROGRAM; PRINTED REVIEWS OR UNSOLICITED WRITTEN COMMENTS RECOGNIZING THE MERIT OF THE PERFORMANCE.**

**BASED PRIMARILY UPON OPINIONS BY MUSIC UNIT FACULTY WHO ATTENDED THE PERFORMANCE AND THE INCLUSION OF PRINTED REVIEWS. THE PROVISION TO ALLOW OCCASIONAL CREDIT-PRODUCING EVENTS INTO THE CATEGORY IS NOT TO BE MISUNDERSTOOD TO MEAN THAT ANY SUCCESSFUL COURSE RELATED PERFORMANCE MAY BE AUTOMATICALLY INCLUDED IN THIS CATEGORY.**



**STATEWIDE (IIB) METHOD FOR EVALUATION: METHOD FOR EVALUATION: THE SIGNIFICANCE OF SUCH PARTICIPATION WOULD DERIVE FROM THE VISIBILITY OR PRESTIGE OF THE ENSEMBLE. FOR EVALUATION OF NATIONALLY RELEASED SOUND RECORDINGS, THE EXISTENCE OF PRINTED REVIEWS, WOULD REFLECT THE SIGNIFICANCE OF THE PRODUCT IN THE PROFESSIONAL WORLD.**

**NATIONAL (IIC) METHOD FOR EVALUATION: SEE STATEWIDE (IIB) ABOVE**

**3. Components of Research, Scholarly and Creative Activity**

Evidence of excellence in research, scholarly, and creative activity may be demonstrated through, but not limited to:

- a. Books, reviews, monographs, bulletins, articles, proceedings and other scholarly works published by reputable journals, scholarly presses, and publishing houses that accept works only after rigorous review and approval by peers in the discipline.
- b. Competitive grants and contracts to finance the development of ideas, these grants and contracts being subject to rigorous peer review and approval.
- c. Presentation of research papers before learned societies that accept papers only after rigorous review and approval by peers.
- d. Exhibitions of art work at galleries, selection for these exhibitions being based on rigorous review and approval by juries, recognized artists, or critics.
- e. Performances in recitals or productions, selection for these performances being based on stringent auditions and approval by appropriate judges.

**THE PRINCIPAL DETERMINANT FOR MEASURING THE IMPACT PLACEMENT OF AN EVENT IS THE SCOPE OF PROFESSIONAL VISIBILITY ACHIEVED. SPECIAL RECOGNITION WILL BE GIVEN TO THOSE PERFORMANCES WHICH**

- 1) EXPOSE THE PERFORMER TO CRITICAL PUBLIC EVALUATION BY PROFESSIONAL PEERS, OR**
- 2) MAJOR STATEWIDE/NATIONAL/INTERNATIONAL EVENTS IN WHICH THE PERFORMER WAS SELECTED FROM A NATIONAL OR INTERNATIONAL POOL OF PERFORMERS,**
- OR**
- 3) WHERE THE PERFORMER PLACED WELL IN A FORMAL COMPETITION, OR IN A SIMILAR JURIED EVALUATION PROCESS.**

- f. Scholarly reviews of publications, art works and performance of the candidate.
- g. Citations of research in scholarly publications.
- h. Published abstracts of research papers.
- i. Reprints or quotations of publications, reproductions of art works, and descriptions of interpretations in the performing arts, these materials appearing in reputable works of the discipline.
- j. Prizes and awards for excellence of scholarship ***OR CREATIVE ARTISTRY.***
- k. Awards of special fellowships for research or artistic activities or selection of tours of duty at special institutes for advanced study.
- l. Development of processes or instruments useful in solving problems, such as computer programs and systems for the processing of data, genetic plant and animal material, and where appropriate obtaining patents and/or copyrights for said development.

#### **D. Criteria for Public and University Service**

Public service is intrinsic to the land grant/sea grant/space grant tradition, and is a fundamental part of the university's obligation to the people of its state. In this tradition, faculty providing their professional expertise for the benefit of the university's external constituency, free of charge, is identified as "public service." The tradition of the university itself provides that its faculty assumes a collegial obligation for the internal functioning of the institution; such service is identified as "university service."

##### **1. Public Service**

Public service is the application of teaching, research, and other scholarly and creative activity to constituencies outside the University of Alaska Fairbanks. It includes all activities which extend the faculty member's professional, academic, or leadership competence to these constituencies. It can be instructional, collaborative, or consultative in nature and is related to the faculty member's discipline or other publicly recognized expertise. Public service may be systematic activity that involves planning with clientele and delivery of information on a continuing, programmatic basis. It may also be informal, individual, professional contributions to the community or to one's discipline, or other activities in furtherance of the goals and mission of the university and its units. Such service may occur on a periodic or limited-term basis. Examples include, but are not limited to:

- a. Providing information services to adults or youth ***INCLUDING OUTREACH WITH LOCAL SCHOOLS, SPECIAL SCHOOL PERFORMANCES,***

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**SCHOOL VISITS, PARTICIPATION IN CAMPUS-WIDE OUTREACH  
EVENTS AND MASTER CLASSES.**

- b. Service on or to government or public committees.
- c. Service on accrediting bodies.
- d. Active participation in professional organizations.
- e. Active participation in discipline-oriented service organizations.
- f. Consulting.
- g. Prizes and awards for excellence in public service.  
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- h. Leadership of or presentations at workshops, conferences, or public meetings.
- i. Training and facilitating.
- j. Radio and TV programs, newspaper articles and columns, publications, newsletters, films, computer applications, teleconferences and other educational media.
- k. Judging and similar educational assistance at science fairs, state fairs, and speech, drama, literary, and similar competitions.
- l. **SUPPORT OF COMMUNITY MEMBERS OR ORGANIZATIONS,  
INCLUDING PUBLIC USE OF UAF DEPARTMENT OF MUSIC SPACE  
AND EQUIPMENT.**

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## 2. University Service

University service includes those activities involving faculty members in the governance, administration, and other internal affairs of the university, its colleges, schools, and institutes. It includes non-instructional work with stude1(a)-1D.0b367f  
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***LOCAL (IIIA): PERFORMANCES GIVEN AT A MUNICIPAL EVENT, GIVEN TO BENEFIT OF A HOST OR SPONSOR SUCH AS SERVICE ORGANIZATION, CHURCH, PUBLIC SCHOOL OR PRIVATE BUSINESS. ALSO INCLUDES PERFORMANCES WITH MUNICIPAL NON-PROFIT PERFORMANCE GROUPS (E.G. MUNICIPAL BAND, LIGHT OPERA THEATRE, YOUTH ORCHESTRA) OR OTHER ACTIVITIES DONE AS PART OF PUBLIC RELATIONS EVENTS HELD IN THE FNSB.***

***METHOD FOR EVALUATION: SINCE SUCH ACTIVITIES ARE DONE TO BENEFIT THE SPONSOR OR HOST DIRECTLY, NO PRINTED REVIEW***