

Faculty Policy - Performance Evaluation of Full-Time Faculty

Policy:

Bismarck State College shall provide all full-time teaching faculties with performance evaluations on a timely basis.

Statement of General Principles:

It is the intent of the College that performance evaluations of faculty be conducted positively and constructively. The procedure shall be such that every instructor evaluated is left with a feeling of support, a clear understanding of when and how performance can be improved and certain knowledge that strengths have been recognized and valued. The overall mission of faculty performance evaluations is to ensure and maintain superb instruction at Bismarck State College.

Procedure:

1. The standing committee on faculty rights of the Bismarck State College's Faculty Senate, in accordance with the policies and regulations of the State Board of Higher Education, shall recommend to the President of the College procedures for the continuing evaluation of special non-tenure track, probationary and tenured faculty.
2. Once approved by the President of the College the performance evaluation procedures and materials shall be published.
3. It shall be the responsibility of the appropriate Academic Dean to ensure that faculty performance is appraised in accordance with the procedures approved and adopted by the President of the College.
4. The faculty member must sign the performance evaluation signifying only that he/she has read the document and has been provided the opportunity of attaching a written response.
5. A copy of the performance evaluation shall be submitted to the Human Resources Office for placement in the faculty member's master personnel file.

History of This Policy:

First policy draft January 19, 1981.

Revisions - October 31, 1985; November 4, 1985; July 1, 1987; June 1, 1990; August 7, 1997; January 12, 2004; October 20, 2009; July 31, 2012; October 24, 2016.