

# The Higher Learning Commission Action Project Directory

## Minneapolis Community and Technical College

Project Details		
<b>Title</b>	Improving the Probationary Faculty Evaluation Process	<b>Status</b> ACTIVE
<b>Category</b>	4-Valuing People	<b>Updated</b>
<b>Timeline</b>		<b>Reviewed</b>
	<b>Planned Project Kickoff</b> 01-01-2011	<b>Created</b> 03-31-2011
	<b>Target Completion</b> 05-01-2012	<b>Version</b> 1

### 1: Project Goal

**A:** Both academic deans and faculty would like to see a more robust probationary (and by extension, 'tenured') faculty evaluation process. Currently, our three-year probationary process is comprised of a list of items that need to be accomplished on an annual basis. We look toward creating a process that will be focused more on faculty members creating a portfolio that better reflects their participation in effective teaching, deployment of intentional pedagogies that further student learning, their other academic accomplishments, and their involvement in the life of the college.

### 2: Reasons For Project

**A:** MCTC has taken on a number of student success initiatives that look toward aggressively improving our graduation, transfer, and employment rates, as well as decreasing educational inequities. Improving our probationary faculty evaluation process will help assure that we have faculty who will be focused on these efforts.

### 3: Organizational Areas Affected

**A:** Academic Affairs (in general); Faculty (in particular); Center for Teaching and Learning; Office of Strategy, Planning and Accountability

### 4: Key Organizational Process(es)

**A:** Probationary faculty needs a more robust process for their annual evaluation. We would expect the faculty evaluation process should overall be improved.

### 5: Project Time Frame Rationale

**A:** We are looking for this project to last less than one year. In that time, we expect to bring a team of deans and faculty together to revisit our probationary faculty evaluation process and create one that is more robust and better reflects the strategic priorities of the college as a whole. We plan to involve our Center for Teaching and Learning in this project and see this body as central to the process we will create. We will need to bring steps of this process through our college's Leadership Council, and then through shared governance as we progress. We recognize that building consensus is a vital piece of improving this process.

### 6: Project Success Monitoring

**A:** Both faculty and administrators will have regular report outs via their 'normal' meetings. As we will have a new web site up by Fall 2011, we expect to have an area on our intranet that would report to the community as a whole on our progress. Once our team meets, we will establish a schedule for the project with clear milestones. We will monitor our progress by timely completion of the milestones we've established.

### 7: Project Outcome Measures

**A:** Overall, our primary indicator of success will be a process that both deans and faculty find useful as well as vigorous. At this juncture, we see the end of October 2011 as the point we would expect to have the new process well outlined. Required documents

and sub-pieces of the process would flow from this, with a trial of the new process occurring with the spring summary evaluations for probationary faculty. Analysis and improvements could be established going forward.

The new portfolio-based probationary faculty evaluation process will:

- Reflect faculty participation in effective teaching and deployment of intentional pedagogies that increase student learning, especially in an urban community college setting.
- Document faculty participation in furthering the mission of Minneapolis Community and Technical College.
- Provide evidence of teaching excellence.
- Provide evidence of engagement with and accountability to the life of the college.
- Document professional development in occupation or field of expertise.
- Intentionally incorporate other academic accomplishments.