Ip cf j gtgpeg vq Lco ct Upkxgtukv (øu Aecf go ke Alhcktur qnkekgu qp vgpwtg cpf r tqo qvkqp, y g Dgr ctvo gpvqh Cqo o wpkecvkqp & Mgf kc qwurkpgu f kuekr nkpg ur gekhke uvcpf ctf u, et kvgt kc, cpf r tqeguugu y ky kp y ku f qewo gpv. Tj g f gr ctvo gpvcni wkf gnkpgu hqt vgpwtg cpf r tqo qvkqp kf gpvkhkgu gzr gevcvkqpu kp y g Dgr ctvo gpvqh Cqo o wpkecvkqp & Mgf kc hqt y g ctgcu qh

. Fcewn { o go dgtu ctg tgs wktgf vq gzegn kp ý gug ctgcu y j krg o ckpvck pkpi rtqhguuk qpcrkuo cpf uwrrqt vkpi ý g o kuuk qpu qh ý g Dgr ctvo gpvqh Cqo o wpkecvk qp & Mgf kc, ý g Cqmgi g qh Fkpg Atvu & Cqo o wpkecvk qp, cpf Lco ct Upk xgtuk {.

Tj g Dgr ctvo gpvqhCqo o wpłecykąp & Mgf kc cvLco ct Upkxgtukx k kpurktgu, go r qy gtu cpf f gxgrqr u uwwf gpvu kp r wtuvkvqhr tqhguukqpcnectggtu kp eqo o wpłecykąp. Tj tqwi j kppqxcvkxg ewttlewnwo f guki p, ugtxkeg rgctpkpi, o gpvqtuj kr, tgugctej eqmcdqtcvkqp cpf r tcevkecngzr gtkgpeg, qwt uwwf gpvu i ckp etgcvkxk (, etkkecnyj kpmkpi, c f ggr cpf nkhg-mpi eqo o ko gpvvq gyj kecncpf ekxkecm { r tqf wevkxg eqo o wpłecykąp, cpf eqo r gykkxg cpf o ctngvcdrg umkm. A o go dgt qh y g Tgzcu Svcyg Upkxgtukx { S { urgo , Lco ct Upkxgtukx { ku tgeqi pk gf pcvkqpcm { cu c Cctpgi kg DqevqtcnRgugctej Upkxgtukx { . Ivku tcvgf cu qpg qh y g dguvgf wecvkqpcnxcnwgu kp y g uvcyg qh Tgzcu, cpf kp Nqtyj Ao gtlec, dcugf qp ku cxgtci g equvvq uwxf gpvu.

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- õTgcej kpi Ptqhkekgpe{ & Ehhgevkxgpguu ó Tgpwtg & Ptqo qvkqp Odugtxcvkqp Fqto ö wugf d{ cmCj cktu kp COFAC (pqvCTLE qt gzvgtpcntgxkgy gt)
- 0

Creates a Supportive Environment	1	2	3	4	5	N/A	Comments
Returns tests/assignments at middle (or later) of time in							
class							
Appropriate use of time (begins/ends on time)							
Acknowledges student comments/questions							
Avoids sarcasm and negative (off topic) criticism							

Establishes a climate of courtesy

Tjghqmqy kpi pqvgucrrn{vq cmhcewn{o go dgtucpf fgrctvo gpvu kp vjg Cqmgig qh Fkpg Atvu & Cqo o wpkecvkqp.

- 1. Leo et Upkzgtukk/ f guki pevkqp eu y g heewn/ o go dgtu kpurkswkqp.
 - c. Rgugctej, Pwdrkecvkqp, Sej qrctuj kr, cpf/qt Ctgcvkxg Aevkxkkgu vj cvf gpqvg cp{ wpkxgtukx{ qvj gt vj cp Lco ct Upkxgtukx{ hqt vj g hcewnx{ o go dgt tgrtgugpvkpi Lco ct Upkxgtukx{ y kmpqvdg crrrkgf vq ucvkuh{ o kpko wo tgs wktgo gpvu hqt Tgpwtg & Ptqo qvkqp vq Auuqekcyg Ptqhguuqt qt Ptqo qvkqp vq Ptqhguuqt.
 - d. Rgugetej, Pwdrkecvkqp, Sej quetuj kr, cpf/qt Ctgevkxg Aevkxkkgu eqo r ngvgf kp y g f wtevkqp qhõvko g vqy etf vgpwtgörtkqt vq lqkpkpi Leo et Upkxgtukv{ eep dg eqpukf gtgf dwo e { pqvdg eqwpvgf vqy etf y g o kpko wo tgs wktgo gpv.
- 2. Opi qkpi, cppvcneqpvkpvkv{
 - c. Exkf gpeg kp cppwcntgxkgy u eqpukuygpvn{ f go qpuvtcvgu vj g qpi qkpi qt eqpvkpwcn pcwtg qhtgugctej, uej qnctuj kr, qt etgcvkxg cevkxkkgu.
- 3. Ygct 5 (Auuqekcvg Ptqhguuqt vq Ptqhguuqt qpn{): Srtkpi EzvgtpcnRgxkgy gt
 - EzvgtpcnRgxkgy gt hqt Ygct 5 f gcf nkpg: Oevqdgt 1^w kp Fcmqh Ygct 4 (ugg Tgcej kpi)
 - o Tj g gzvgtpcntgxkgy gt y kncuuguu Rgugctej, Sej qnctuj kr, Ctgcvkxg Aevkxkkgu.
 - Tj g gzvgtpentgxkgy gt o wuvdg vgpwtgf cpf cv y g tepmqh Ptqhguuqt evep kpuvkwwkqp qh j ki j gt gf weevkqp.
 - Ip ceeqtf cpeg y kj õPtqo qkqp vq Ptqhguuqt ó EzvgtpcnRgxkgy gtu.ö [MAPP 02.02.31]

Fqt y grtqo qvkqp vq Auuqekcvg Ptqhguuqt, hcewnv{ uj qwrf j cxg c tgi kqpcncpf pcvkqpcndqf { qh y qtm Tj ku rkuvku pqvgzj cwuvkxg, cpf kvku gzr gevgf y cveqo o kvgg o go dgtu cpf tgxkgy gtu y km wug y gkt lwfi o gpvy j gp gxcnvcvkpi kgo u pqvkpenvf gf.

Dqewo gpvcvkqp qh cevkxg r ctvkekr cvkqp kp uej qrctn{ cej kgxgo gpvu uj qwrf kpenwf g:

- Vgpwg
- Pggt Rgxkgy

Tj g o koko vo gzr gevevkap hat er r neevkap va vgpwtgf uvewu epf Auuqekevg Ptahguuqt, ku ev ngeuv 40 r akovu eewo wnevgf axgt ý g ukz-{get r gtkaf ko ep{ eqo akovkap ah ý g hanay koi.

- 1. Pwdrkecvkqpu (kpenwfg tgr tkpvu). Pwdrkecvkqpu uj qwrf dg o cfg f wtkpi {qwt vko g cvLco ct cpf, yj wu, etgf kvgf vq Lco ct.
 - •
 - Svgcf { tgeqtf qhr wdrkecvkqp qh dqqmu, o qpqi tcr j u, ej cr vgtu kp dqqmu, eqo r wgt uqhwy ctg
 - Bqqmuwdo kuukqpu
 - Ef kqt qh lqwtpcn, vgz vdqqm, qt uej qnctn{ gf kkqpu
 - Pwdnlecvlqp qh vtcpuet kr vu cpf et kvlecngf kvlqpu
 - Svgcf { tgeqtf qhr wdrkecvkqp/ceegr vcpeg qh ctvkergu cpf tgxkgy u kp tghgtggf lqwtpcnu

- 2. Sej qrctn{/Ptqhguukqpcn/Ctgcvkxg y qtmu
 - Pgthqto cpegu qt gzj kdkkqpu qh y qtmkp lwtkgf qt et kks wgf xgpwgu
 - Cqo r gvkvkqpu

- Rgeqi pkkqp qho gf kc r tqf wew
 - Fkno u
 - Vkf gqu
 - Pqf ecuvu
 - Brqi u
- Ptqf wevkqp qh
 - Fkm u
 - Pqf ecuvu
 - Tgrgxkukqp Ptqi tco u
 - Mwrkeo gf kc Ptqf wew
- 3. Sej quetn{ r cr gtu r tgugpvgf cvr tqhguukqpeno ggvkpi u (kpenwf g vkvg, cp{ eq-r tgugpvgtu, gxgpv, nqecvkqp, f cvgu).

Ipxkgf Lgewtgu

- 5. Mckpvgpcpeg qhc ewttgpvrgturgevkxg kpfkuekrnkpg vjtqwij cwgpfcpeg cvrtqhguukqpcn o ggvkpiu, y qtmuj qru, ugo kpctu, qt etgfkveqwtugu, cpf eqo rngvkqp qhcffkkqpcnitcfwcvg y qtm, fgitggu, qt egtvkhkecvgu.
 - Mgo dgtuj kru kp f kuekr nkpg-tgrcvgf tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkgu.
 - Awgpf cpeg cvcrrtqrtkcvg tgikqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkguøcevkxkkkgu.
 - Sgtxkpi qp lqwtpcngf kqtkcnqt tgxkgy dqctf u.
 - Rgxkgy uwdo kuukqpu hqt eqphgtgpegu.
- 6. Dktgevkqp cpf rgcfgtuj kr qhgzvtc-ewttkewrct ugo kpctu, y qtmuj qru, fgo qpuvtcvkqpu, qt eqorctcdrg etgcvkxg cevkxkkgu (pqvtgrcvgf vq tgi wrct encuutqqo vgcej kpi u)
- Lkuvqhhwpfgftgugctej cpfuejquctn{ cevkxkkgud{ vkvg, hwpfkpiuqwteg, coqwpv, cpf rgtkqfqhhwpfkpi.
 - Fwpf gf
 - Upf gt Rgxkgy
 - Ezygtpcm{ hwpfgf uwrrqtvqhuejqnctn{ cevkxk{
 - Gtcpw
- 8. Lkuvqhpqp-hwpfgftgugctej cpfuejqrctn{ cevkxkkgu.
 - Gtcpw
- 9. Dktgevkqp qh y gugu, f kuugt vcvkqpu, cpf wpf gti tcf wcvg tgugctej r tqlgevu, cu y gmcu ugt xkeg qp eqo o kwggu:
 - Dkuugt vc vkqpu
 - McuvgtuøTj gugu
 - Hqpqtu Tj gugu
 - Upf gti tcf wcvg Rgugctej Ptqlgevu
 - Gtcf wcvg cpf Upf gti tcf wcvg (ur gelh{) Cqo o kwggu

- Pgthqto cpegu qhqtki kpcny qtmu cvcpqy gt wpkxgtukx{
- 3. Sej qrctn{rcrgturtgugpvgfcvrtqhguukqpcnoggvkpiu(kpenvfgvkvng, cp{eq-rtgugpvgtu, gxgpv, nqecvkqp, fcvgu).

Ipxkgf Lgewtgu Cqpvtkdwgf Ptgugpvcvkqpu Oth-eco r wu Op-eco r wu

- Ptgugpvcvkqp qhuej qrctn{ r cr gtu cvugo kpctu cpf y qtmj qr u
- Pgf ci qi kecnr tgugpvcvkqp cvy qtmj qr u, ugo kpctu, cpf eqphgtgpegu
- Rgeqtf qhuwuvckpgf r ctvkekr cvkqp kp r tqhguukqpcnuqekgvkgu cu gxkf gpegf d{
 r tgugpvcvkqp qhuej qnctn{ r cr gtu, r gf ci qi kecnr tgugpvcvkqpu qt r gthqto cpegu cv
 r tqhguukqpcnxgpvgu, qt qvj gt gs vkxcngpvcevkxkv{ cuuqekcvgf y kj r tqhguukqpcn
 eqphgtgpegu.
- Swurckpgf tgeqtf qhr gf ci qi kecnr tgugp vcvkqpu cvy qt muj qr u, ugo kpctu, cpf eqphgtgpegu
- 4. Sgtxleg cu c eqo o gpvcvqt, r cpgrkuv, qt f kuewuucpvcvr tqhguulqpcno ggvkpi u
 - Pgthqto cpegu cvr tqhguukqpcno ggvkpi u cpf ngctpgf uqekgvkgu.
 - Sgtxg cu lwf i gu qheqo r gwkkqpu qt hguvkxcnı.
- 5. Mckpvgpcpeg qhc ewttgpvr gtur gevkxg kp f kuekr nkpg vj tqwi j cwgpf cpeg cvr tqhguukqpcn o ggvkpi u, y qtmij qr u, ugo kpctu, qt etgf kveqwtugu, cpf eqo r ngvkqp qh cff kkqpcni tcf wcvg y qtm f gi tggu, qt egtvkhkecvgu.
 - Mgo dgtuj kru kp f kuekr nkpg-tgncvgf tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkgu

- Swuvckpgf tgeqtf qh cwgpf cpeg cpf r ct kekr ckqp kp r tqhguukqpcneqphgtgpegu
- Mgo dgtuj kru kp f kuekr nkpg-tgncvgf tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkgu
- 6. Dktgevkqp cpf ngcf gtuj kr qh gz vt cewttkewnet ugo kpctu, y qtmuj qr u, f go qpuvt cvkqpu, qt eqo r ctcdng etgcvkxg cevkxkkgu (pqvt gncvgf vq t gi wnet encuut qqo vgcej kpi).
 - Af lwf kecvkqp hqt kpvgtpcvkqpcn, pcvkqpcn, cpf tgi kqpcnngxgneqo r gvkskqpu
 - Rgukf gpekgu
- Lkuvqh hwpfgf tgugctej cpf uej qnctn{ cevkx kkgu d{ vkvng, hwpfkpi uqwteg, co qwpv, cpf r gtkqf qh hwpfkpi.

Fwpf kpi ÈotUpf gt RgqM\$ep/Upf gt Rgxkgy

- Ezvgtpcm{ hwpfgf uwrrqtvqhuejqnctn{ cevkxkv{ (o c{ kpenvfgitcputgncvgf vq vgcej kpi kortqxgogpvuqt ewttkewnwo fgxgnqrogpv)
- Ay ctfucpf i tcpveqpvtcevucuc tguwnvqhpcvkqpcncpf kpvgtpcvkqpcneqor gvkkqpu
- Ezvgtpcm{ hwpfgf uwrrqtvqhuejqnctn{ cevkxkv{ (o c{ kpenvfgitcpvutgncvgf vq vgcej kpi kortqxgo gpvuqt ewttkewnwo fgxgnqrogpv)
- 8. Lkuvqhpqp-hwpfgftgugctej cpfuejqrctn{ cevkxkkgu.
 - Ezvgtpcm{ hwpfgf uwrrqtvqhuejqnctn{ cevkxkv{ (o c{ kpenwfgitcpvutgncvgf vq vgcej kpi kortqxgo gpvuqt ewttkewnwo fgxgnqrogpv)
 - Ay ctfucpf i tcpveqpvtcevu cu c tguwuvqhpcvkqpcncpf kpvgtpcvkqpcneqo r gvkkqpu
 - Ezvgtpcm{ hwpfgf uwrrqtvqhuejqnctn{ cevkxkv{ (o c{ kpenwfgitcputgncvgf vq vgcej kpi kortqxgo gpvu qt ewttkewnwo fgxgnqrogpv)
- 9. Dktgevkqp qh y gugu, f kuugt vcvkqpu, cpf wpf gti tcf wcvg tgugctej r tqlgevu, cu y gmcu ugt xkeg
 - o wqorgxkxq o w cuy91 r&91 r

Hqpqtu Tj gugu Upf gti tcf wcvg Rgugctej Ptqlgevu Gtcf wcvg cpf Upf gti tcf wcvg (ur gelh{) Cqo o kvggu

- Aevkxg, uwuvckpgfrctvkekrcvkqpkpyjgitcfwcvgrtqitco (cucrrtqrtkcvg)cuc itcfwcvgeqookvvggogodgtcpftguqwtegrgtuqp
- 10. Ctgcvkxg Aevkxkv{ cpf Ptqf vevkqp
 - Swi i guvgf o koko wo qh3 uj qtvf qewo gpvu qt qpg hgcwutg ngpi vj f qewo gpvqxgt yj g eqwtug qh yj g vgpwtg f gxgnqr o gpv.
 - Pqr wrct r wdnlecvkqp kp tghgtggf f qewo gpvu, kpenwf kpi gf kqtkcn, qr -gf kqtkcn, r qnkkecnectvqqpu cpf qvj gt ucvktg, cu y gmcu j ctf / uqhvpgy u eqr {.
 - Cqpuwnxxkqp y ky r wdrkuj gtu, kpenwf kpi etgxkqp cpf/qt r tqhguukqpcntgxkgy qh o cpwuetkr w, ej cr vgtu, cpekmct { vqqnu, y qtmdqqmu, qt qy gt o gf kc r tqf wew.
- 11. Oý gt
 - Swuvckpgf tgeqtf qhtgegkr vqheqo o kuukqpu qt r tk gu

PROFESSIONAL SERVICE TO THE DISCIPLINE, UNIVERSITY, COMMUNITY College of Fine Arts & Communication Tenure & Promotion from Assistant Professor to Associate Professor

Sgtxleg ku dtqcf n{ eqpuvtwgf cu ý g eqo o ko gpv vq r tqxlf kpi uwr r qtv vq ý g Upkxgtukx{ eqo o wpkx{, ý g dtqcf gt uqekgv{, cpf c hcewnx{ o go dgt'u ugrgevgf cecf go ke hkgrf, gz vgpf kpi dg{qpf ý g eqphkpgu qh ý gkt qhhkekcn vgcej kpi cpf/qt tgugctej tqrgu.

Sckuh{kpi ý go kpko wo r gthqto cpeg etkgtkc qwnkpgf hqt ygpwtg qt r tqo qkqp f qgu pqvcuuwtg ygpwtg qt r tqo qkqp. Tj g ecpf kf cyga eqpvtkdwkqpu vq pqvqpn{ ý g f gr ctvo gpwa o kukqp, dwvcnaq ý g Cqmgi g qh Fkpg Atvu & Cqo o wpkeckqpau (COFAC) o kukqp y gki j j gcxkn{. Tgpwtg cpf r tqo qkqp vq Auuqekcyg Ptqhguuqt pgeguukcvgu kpetgcugf ugtxkeg cpf eqmcdqtcvkqp umkm, f go qputcvkpi ý g cdktks{ vq co cn co cvg f khgtkpi gzr gtkgpegu cpf cy ctgpguugu r tgugpvy ký kp c eqo o kwgg. Ipf kxkf wcn cvcmngxgnu o wuvhwthkm ý gkt tgur qpukdktkkgu eqmgi kcm{ cpf r tqhguukqpcm{ vq ctf u uwf gpvu, uvch, hcewn{, cpf ý g r wdnke. PtqhguukqpcnSgtxkeg ku nko kgf vq ugtxkeg ý cvku wpr ckf.

Pct vkekr cvkqp kp Cqmgi g cpf Upkxgtukx{ chłcktu Sgtxkeg nknygf kp y g ecygi qtkgu dgnqy, y j kej qtki kpcygf htqo y g F2.08, uj qwrf dg kf gp vkhygf kp y g ecygi qtkgu cu

Pctvkekr cvkqp kp Cqmgi g cpf Upkxgtukv{ chhcktu

Sgtxleg nkuvgf kp y g ecvgi qtkgu dgrqy, y j kej qtki kpcvgf htqo y g F2.08, uj qwrf dg kf gpvkhlgf kp y g ecvgi qtkgu cu Dgr ctvo gpvcnSgtxleg, COFAC Sgtxleg, Upkxgtukx{ Sgtxleg.

- Ethgevkxg eqpvtkdwkqpu qp f gr ctvo gpvcn, eqngi g cpf wpkxgtukx{ eqwpekru cpf eqo o kwggu o ggvkpi tgi wrctn{, kpenwf kpi Fcewn{ Sgpcvg. Cqo o kwggu cpf eqwpekru y cvf q pqvo ggv uj qwrf pqvdg kpenwf gf.
- Dqewo gpvgf tguwnu qhugtxleg cu ej ckt qhf gr ctvo gpveqo o kwggu, eqmgi g eqo o kwggu/eqwpeknu cpf wpkxgtukk{ eqo o kwggu/eqwpeknu (kpenwf kpi cf j qe eqo o kwggu) o ggvkpi cvngcuvqpeg gcej ugo guvgt, kpenwf kpi Fcewn{ Sgpcvg. Cqo o kwggu cpf eqwpeknu yj cvf q pqvo ggvuj qwf pqvdg kpenwf gf.
- Sgtxleg kp Fwpftckukpi, kpenwfkpi y qtmkpi cvhwpftckukpi cevkxkukgu/gxgpvu kp xctkqwu tqngu cpf o ggvkpi hwpftckukpi i qcnu ghhgevkxgn{.
- Hcxkpi cp cevkxg tqng kp qti cpk kpi cpf/qt r ctvkekr cvkpi kp tgetvkxkpi cpf tgvgpvkqp cevkxkkgu cpf gxgpvu.
 - o Rgetwkkpi cevkxkkgucpf/qtgxgpvu
 - Rgygpylqp ceykxkylgu cpf/qt gxgpyu
- •