

THE REFLECTIVE PEDAGOGICAL ESSAY

Documentation supporting applications for reappointment, tenure, and, promotion should be submitted to the Office of the Provost as soon as possible after the Peer Evaluation Group meeting and receipt by the candidate of copies of the Narrative Summary, Teaching Observations, and PEG Tally Sheet.

The candidate, making certain to observe the page limitations here indicated, is responsible for organizing the documentation below in a specific type of binder (an example of which is on display in the Provost's Office) with sections separated by labeled dividers. A single copy should then be submitted to the Office of the Provost for appropriate review by the Faculty Personnel Committee and the Administration.

The seven page (double-spaced) Reflective Pedagogical Essay should include:

- an articulation of the basic course concepts of ONE particular course, their complexity and interrelationships;
- the instructor's pedagogical choices regarding course goals, teaching techniques, and assignments;
- an assessment of the efficiency of these pedagogical choices;
- a rationale and plan for course enhancement and revision; and
- an appendix (in addition to the seven page essay) containing such items as course syllabus, assignment descriptions, sample exams, papers, lab reports, etc.

The goals of the Essay are:

- to heighten pedagogical consciousness in the instructor during the pre-tenure period;
- to demonstrate the pedagogical imagination of the instructor and his/her development as a teacher;
- to help facilitate such pedagogical development; and
- to provide more textured evidence of teaching effectiveness for purposes of review.

The Essay would be reviewed by two members of the Faculty, one from within the faculty member's Department and one from a faculty member outside the Department. Each would provide a two-page response to be placed in the Performance Dossier. The Department reviewer would be chosen by mutual agreement of the Department Head and the candidate. (Failure to agree will result in the selection of an appropriate reviewer by the Provost.) The candidate will select the reviewer from outside the Department.

The reflective essay is to be submitted by the candidate to the reviewers (and to the PEG Chair) no later than September 15 (October 1 in year 4).

The reviewers will submit their responses to the candidate and the PEG Chair by October 1 (November 1 in year 4).