

2022-2023 Temporary Faculty Evaluation

Department Committee Review

This form is used by the department level Committee to review a temporary faculty member with a full-time 1-year appointment or to review a temporary faculty member's 3-year or 6-year cumulative evaluation file. **This form must be completed and certified by the department review committee Chair and include the names of all committee members who have reviewed the file. The department committee Chair is responsible for uploading this document to Interfolio by the Department Review deadline date.**

Employee Name: Glenn Zucman

I. Teaching Performance

A. Review of Student Evaluation and Grading

This section is for analysis of SPOT materials and grading practices, as well as discussion of classroom visit observations if performed.

Comments: Glenn has been teaching a version of ART 490 as a one unit portfolio building class, and his evaluations show that students think highly of the deeply personal approach that Glenn has developed. His SPOT scores are higher than department average, but the comments are really what reveals what is particularly valued by students – students comment on the individual attention, the patience and support; here is one student comment as an example: “Each week, Professor Zucman had chunks portioned out for us to make a very large daunting task of creating a portfolio much more manageable. It was also nice because if we did our assigned work each week, we would not be hit hard at the end of the semesters. Meeting one on one with our professor was also extremely helpful because he went over our work with us. And he was always happy to help via email or schedule more one on one time. “ ART 490-1 S22

B. Instructional Materials

Review information and materials relevant to instruction, if submitted. Constructive comments for improving instructional material are permissible in all rating categories but are required if the rating is unsatisfactory.

Excellent Proficient Satisfactory Unsatisfactory (Comments must be provided)

Comments: Glenn has provided a unique set of materials – video narratives, online syllabi and a wealth of resources that he shares with students.

C. Service to Students

Provide the information requested below. If appropriate, comment on other service to students provided by the instructor outside of class.

Number of office hours scheduled per week: one per week per section

Are office hours scheduled at times which are reasonably convenient to students in assigned courses?

Yes No (Explain in comments)

Are office hours held as scheduled with rare exceptions?

Yes No (Explain in comments)

Comments: Glenn is very available to students and provides meetings as needed. His entire course is online, so his online office hours are appropriate.

Overall Rating of Teaching

On the basis of the evidence provided in Sections A, B, and C above, rate the instructor's overall teaching. Constructive comments for improving performance are permissible in all rating categories, but are required for ratings of unsatisfactory.

Excellent Proficient Satisfactory Unsatisfactory (Comments must be provided)

Comments: Glenn provides a service to students as they prepare to graduate and find their way in the art world. He is dedicated to assisting students.

II. Professional Growth & Development

This section includes scholarly or creative activities and pedagogical contributions to the profession.

Required: The assigned duties go beyond teaching responsibilities.

Optional: The employee does not have specific assignments in addition to instruction but has chosen to submit evidence of their professional growth and development for evaluation.

Comments: n/a

III. University & Community Service

This section includes service to professional organizations.

Required: The assigned duties go beyond teaching responsibilities.

Optional: The employee does not have specific assignments in addition to instruction but has chosen to submit evidence of their University or community service for evaluation.

Comments: n/a

IV. Overall Performance Rating

On the basis of the evidence presented above, rate the faculty member's overall performance.

Satisfactory Unsatisfactory (Comments must be provided)

Comments: Glenn is an asset to the School of Art

V. Certification

By checking this box I certify that I am [Aubry Mintz](#), the Chair of the department review committee for the employee named above and that the committee has completed this review on [March 23, 2023](#). Reviewers on this Committee include the following individuals:

[Brian Trimble](#)

[Margaret Black](#)

[Daniel Dove](#)

[Jeff Atherton](#)

2022-2023 Temporary Faculty Evaluation

Chair/Director Review

This form is used by the Department Chair or Program Director to review a part-time temporary faculty member with a one semester or one academic year appointment. It may also be used to provide an independent review for temporary faculty being reviewed by a committee of tenured faculty.

Employee Name: Glenn Zucman

I. Teaching Performance

A. Review of Student Evaluation and Grading

This section is for analysis of SPOT materials and grading practices, as well as discussion of classroom visit observations if performed.

Comments: Glenn consistently has above average SPOT scores. His one unit class is totally online, and students have both flexibility and a lot of individual assistance in this course.

B. Instructional Materials

Review information and materials relevant to instruction, if submitted. Constructive comments for improving instructional material are permissible in all rating categories but are required if the rating is unsatisfactory.

Excellent Proficient Satisfactory Unsatisfactory (Comments must be provided)

Comments: Glenn's unique materials include video narratives, inspirational videos, a complete website and multiple resources for students.

C. Service to Students

Provide the information requested below. If appropriate, comment on other service to students provided by the instructor outside of class.

Number of office hours scheduled per week: one per week

Are office hours scheduled at times which are reasonably convenient to students in assigned courses?

Yes No (Explain in comments)

Are office hours held as scheduled with rare exceptions?

Yes No (Explain in comments)

Comments: Glenn is completely accessible and approachable. He provides ample individual assistance to students in his course.

Overall Rating of Teaching

On the basis of the evidence provided in Sections A, B, and C above, rate the instructor's overall teaching. Constructive comments for improving performance are permissible in all rating categories, but are required for ratings of unsatisfactory.

Excellent Proficient Satisfactory Unsatisfactory (Comments must be provided)

Comments: Glenn is an asset to the School of Art

II. Professional Growth & Development

This section includes scholarly or creative activities and pedagogical contributions to the profession.

Required: The assigned duties go beyond teaching responsibilities.

Optional: The employee does not have specific assignments in addition to instruction but has chosen to submit evidence of their professional growth and development for evaluation.

Comments: n/a

III. University & Community Service

This section includes service to professional organizations.

Required: The assigned duties go beyond teaching responsibilities.

Optional: The employee does not have specific assignments in addition to instruction but has chosen to submit evidence of their University or community service for evaluation.

Comments: n/a

IV. Overall Performance Rating

On the basis of the evidence presented above, rate the faculty member's overall performance.

Satisfactory Unsatisfactory (Comments must be provided)

Comments: Click here to enter text.

V. Certification

By checking this box I certify that I am Dr. Laurie Gatlin, the Department Chair/Program Director for the employee named above and that I have completed this review on March 27, 2023.

2022-2023 Temporary Faculty Evaluation

Dean/Administrator Evaluation

This form is used by the Dean, Associate Dean, or other appropriate administrator to provide an independent review of the faculty member following a department level review by an appropriate committee of tenured faculty.

Employee Name: Glenn S Zucman

I. Overall Performance Rating

On the basis of the evidence presented above, rate the faculty member's overall performance.

Satisfactory Unsatisfactory (Comments must be provided)

Comments: I have carefully reviewed the materials submitted by Lecturer Zucman, as well as the Department Committee's and Chair's review. I am appreciative of the work that goes into creating the syllabus websites; however, any external websites/servers should be vetted by COTA Support and IT (if you have not done so already). Based on the materials submitted, I concur with the department's recommendations and ranking of Satisfactory.

II. Certification

By checking this box I certify that I am Colleen T Dunagan, the appropriate administrator to evaluate the employee named above and that I have completed this review on May 11, 2023.