

DEPARTMENT OF MATHEMATICS
EVALUATION OF ADJUNCT FACULTY AND
GRADUATE TEACHING ASSISTANTS

The RTR Committee in the Department of Mathematics will use the following strategies for evaluation of adjunct faculty and graduate teaching assistants for the purpose of making a recommendation for reappointment.

1. Assign tenured faculty mentors, and whenever appropriate, a member of the Developmental Mathematics staff, for the purpose of regular consultation and guidance on matters related to the course syllabus, class presentations, assignments, prerequisites, and evaluation methods. Classroom visitation and subsequent follow-up discussions, in some cases, may also be used.
2. Review assignments, quizzes, and exams given in each section.
3. Review student evaluations (when available).
4. Use letters and e-mails from students in relevant courses that shed light on the quality of instruction. These letters will be checked for authenticity when used.

Based on their findings, the RTR Committee will recommend to the Department Head that the individual be reappointed or not be reappointed.