Ip cf j gtgpeg vq Lco ct Upkxgtukx{ øu Aecf go ke Alhcktur qnkekgu qp vgpwtg cpf r tqo qvkqp, y g Dgr ctvo gpvqh Cqo o wpkecvkqp & Mgf kc qwxhpgu 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

> ; cpf . Fcewnv{ o go dgtu ctg

tgs whtgf vq gzegn kp vj gug ctgcu y j kng o ckpvck pkpi rtqhguuk qpcrkuo cpf uwrrqt vkpi vj g o kuuk qpu qh vj g Dgrctvo gpvqh Cqo o wpkecvk qp & Mgfkc, vj g Cqmgi g qh Fkpg Atvu & Cqo o wpkecvk qp, cpf

Tj g Dgr ctvo gpvqhCqo o wpłecykąp & Mgf kc cvLco ct Upksgtuks/ kpurktgu, go r qy gtu cpf f gsgrqr u uwsf gpwu kp r wtuwkvqhr tqhguukqpcnectggtu kp eqo o wpłecykąp. Tj tqwi j kppqscyksg ewttlewnwo f guki p, ugtskeg rgctpkpi, o gpvqtuj kr, tgugctej eqmcdqtcykąp cpf r tceykecngzr gtkgpeg, qwt uwsf gpwu i ckp etgcyksks/, etkkecnyj kpmkpi, c f ggr cpf nkhg-nqpi eqo o ko gpvvq gyj kecncpf ekskecm{ r tqf weyksg eqo o wpłecykąp, cpf eqo r gyksksg cpf o ctngycdrg umkmu. A o go dgt qh y g Tgzcu Svcy Upksgtuks{ S{urgo, Lco ct Upksgtuks{ ku tgeqi pk gf pcykąpcm{ cu c Cctpgi kg DqevqtcnRgugctej Upksgtuks{. Ivku tcygf cu qpg qh y g dguvgf wecykąpcnxcnwgu kp y g uvcyg qh Tgzcu, cpf kp Nqtyj Ao gtkec, dcugf qp kw cxgtci g equvyq uwsf gpvu.

- 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			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, cppwcneqpvkpvkv{
  - 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<sup>w</sup> 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 qwqp vq Auuqekcvg Ptqhguuqt, hcewnv{ uj qwrf j cxg c tgi kqpcncpf pcvkqpcndqf { qh y qtm Tj ku nkuvku pqvgzj cwuvkxg, cpf kv ku 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 kpenvf 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 y g ukz-{get r gtkaf ko ep{ eqo akovu kap ah y g hamay ko .

1. Pwdnkecvkqpu (kpenwfg tgr tkpvu). Pwdnkecvkqpu 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 dqqmı, o qpqi tcr j u, ej cr vgtu kp dqqmı, eqo r wgt uqhvy ctg Bqqmuwdo kuukqpu Ef kqt qh lqwtpcn, vgz vdqqm qt uej qrctn{ gf kkqpu Pwdrkecvkqp qh vtcpuet kr vu cpf et kkecngf kkqpu Svgcf { tgeqtf qhr wdrkecvkqp/ceegr vcpeg qh ct vkergu cpf tgxkgy u kp tghgtggf lqwtpcm

2. Sej qrctn{/Ptqhguukqpcn/Ctgcvkxg y qtmu

Pgthqto cpegu qt gzj kdkkqpu qh y qtmkp lwtkgf qt et kks wgf xgpwgu Cqo r gvkkqpu Rgeqi pkkqp qho gf kc r tqf wew Fkro u Vkf gqu Pqf ecuvu Brqi u Ptqf wevkqp qh Fkro u Pqf ecuvu Qqf ecuvu Tgrgxkukqp Ptqi tco u Mwnkeo gf kc Ptqf wew

3. Sej quetu{ r cr gtu r tgugpvgf cvr tqhguukqpeno ggvkpi u (kpenvf g vkvg, cp{ eq-r tgugpvgtu, gxgpv, nqeevkqp, f cvgu).

Ipxkgf Lgewtgu

5. Mckpvgpcpeg qhc ewttgpvr gtur gevkxg kp f kuekr nkpg y tqwi j cwgpf cpeg cvr tqhguukqpcn o ggvkpi u, y qtmuj qr u, ugo kpctu, qt etgf kveqwtugu, cpf eqo r ngvkqp qh cf f kkqpcni tcf wcvg y qtm, f gi tggu, qt egtvkhkecvgu.

Mgo dgtuj kru kp f kuekr nkpg-tgncvgf tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkgu.

Awgpf cpeg cvcrrtqrtkcvg tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkguøcevkxkkkgu.

Sgtxkpi qp lqwtpcngf kqtkcnqt tgxkgy dqctf u. Rgxkgy uwdo kuukqpu hqt eqphgtgpegu.

- 6. Dktgevkqp cpf ngcfgtuj kr qhgzvtc-ewttkewnct ugo kpctu, y qtmuj qru, fgo qpuvtcvkqpu, qt eqo r ctcdng etgcvkxg cevkxkkgu (pqvtgncvgf vq tgi wnct encuutqqo vgcej kpi u)
- Lkuvqhhwpfgftgugctej cpfuejqnctn{ cevkxkkgud{ vkvng, hwpfkpiuqwteg, coqwpv, cpf rgtkqfqhhwpfkpi.
  - Fwpfgf UpfgtRgxkgy Ezwgtpcm{hwpfgfuwrrqtvqhuejqrctn{cevkxkv{ Gtcpvu
- 8. Lkuvqhpqp-hwpfgftgugctejcpfuejqrctn{cevkxkkgu.
  Gtcpvu
- 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 volkapu Mouvgt uø Tj gugu Hapatu Tj gugu Upf gti tof worg Rgugotej Ptalgewu Gtof worg opf Upf gti tof worg (ur gelh{) Cao o kwggu

Pgthqto cpegu qhqtki kpcny qtmu cvcpqy gt wpkxgtukk{

3. Sej qnctn{rcrgturtgugpvgf cvrtqhguukqpcnoggvkpiu(kpenvfgvkvng, cp{eq-rtgugpvgtu, gxgpv, nqecvkqp, fcvgu).

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

Ptgugpvcvkqp qhuej qnctn{ r cr gtu cvugo kpctu cpf y qtmij qr u Pgf ci qi kecnr tgugpvcvkqp cvy qtmij 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 tqhguukqpcnxgpwgu, qt qyj gt gs wkxcngpvcevkxkv{ cuuqekcvgf y kyj r tqhguukqpcn eqphgtgpegu. Swuvckpgf tgeqtf qhr gf ci qi kecnr tgugpvcvkqpu cvy qtmij qr u, ugo kpctu, cpf eqphgtgpegu

- Sgtxkeg cu c eqo o gpvcvqt, r cpgrkuv, qt f kuewuucpvcvr tqhguukqpcno ggvkpi u Pgthqto cpegu cvr tqhguukqpcno ggvkpi u cpf rgctpgf uqekgvkgu. Sgtxg cu lwf i gu qh eqo r gykykqpu qt hguvkxcnu.
- 5. Mckpvgpcpeg qhc ewttgpvr gtur gevkxg kp f kuekr nkpg vj tqwi j cwgpf cpeg cvr tqhguukqpcn o ggvkpi u, y qtmuj qr u, ugo kpctu, qt etgf kveqwtugu, cpf eqo r ngvkqp qh cf f kvkqpcni 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 ctvkekr cvkqp kp r tqhguukqpcneqphgtgpegu

Mgo dgtuj kru kp f kuekr nkpg-tgncvgf tgi kqpcncpf pcvkqpcnrtqhguukqpcnuqekgvkgu

- 6. Dktgevkqp cpf ngcfgtuj kr qhgzvtcewttkewnet ugo kpetu, y qtmuj qru, fgo qpuvtevkqpu, qt eqo r etcdng etgevkxg cevkxkkgu (pqvtgnevgf vq tgi wnet encuutqqo vgcej kpi). Af lwf keevkqp hqt kpvgtpevkqpen, pevkqpen, cpf tgi kqpenngxgneqo r gvkxkqpu Rgukfgpekgu
- Lkuvqh hwpfgf tgugctej cpf uej qrctn{ cevkx kkgu d{ vkng, hwpfkpi uqwteg, co qwpv, cpf r gtkqf qh hwpfkpi.

Fwpf kpi ÈotUpf gt RgqM\$ep/Upf gt RgxkgyEz vgtpcm{ hwpf gf uwrrqtvqhuej qrctn{ cevkx kv{ (o c{ kpenwf g i tcpvu tgrcvgf vqvgcej kpi kortqxgo gpvu qt ewttkewnvo f gxgrqr o gpv)Ay ctf u cpf i tcpveqpvtcevu cu c tguwnvqh pcvkqpcncpf kpvgtpcvkqpcneqo r gkskqpu

Ezvgtpcm{ hwpfgfuwrrqtvqhuejqnctn{ cevkxkv{ (oc{ kpenwfgitcputgncvgfvq vgcej kpi kortqxgogpuqtewttkewnvo fgxgnqrogpv)

8. Lkuvqhpqp-hwpfgftgugctej cpfuejqrctn{cevkxkkgu.

Ezvgtpcm{ hwpfgfuwrqtvqhuejqnctn{ cevkxkv{ (oc{ kpenvfgitcpvutgncvgfvq vgcejkpikortqxgogpvuqtewttkewnwofgxgnqrogpv) Ay ctfucpfitcpveqpvtcevucuctguwnvqhpcvkqpcncpfkpvgtpcvkqpcneqorgkkkqpu Ezvgtpcm{ hwpfgfuwrqtvqhuejqnctn{ cevkxkv{ (oc{ kpenvfgitcpvutgncvgfvq vgcejkpikortqxgogpvuqtewttkewnwofgxgnqrogpv)

9. Dktgevkqp qh y gugu, f kuugtvcvkqpu, cpf wpf gti tcf wcvg tgugctej r tqlgevu, cu y gmcu ugtxkeg

0	wqo r gvkvkq	0	W	cu y 91	r& 91	r)1
---	--------------	---	---	---------	-------	-----

Hqpqtu Tj gugu Upf gti tcf wcvg Rgugctej Ptqlgevu Gtcf wcvg cpf Upf gti tcf wcvg (ur gelh{) Cqo o kvggu Aevkxg, uwuvckpgf r ctvkekr cvkqp kp vj g i tcf wcvg r tqi tco (cu cr r tqr tkcvg) cu c i tcf wcvg eqo o kvgg o go dgt cpf tguqwteg r gtuqp

10. Ctgcvkxg Aevkxkv{ cpf Ptqf vevkqp

Swi i guvgf o kpko wo qh3 uj qtvf qewo gpvu qt qpg hgcwtg ngpi yj f qewo gpvqxgt yj g eqwtug qh yj g vgpwtg f gxgnqr o gpv.

Pqr wret r wdrkecvkqp kp tghgtggf f qewo gpvu, kpenwf kpi gf kqtken, qr -gf kqtken, r qrkkeeneetvqqpu epf qvj gt ucvktg, eu y gmeu j etf / uqhvpgy u eqr {.

Cqpuwncwlqp y ky r wdnkuj gtu, kpenwf kpi etgcwlqp cpf/qt r tqhguukqpcntgxkgy qh o cpwuetkr w, ej cr vgtu, cpekmct { vqqnu, y qtmdqqmu, qt qvj gt o gf kc r tqf wew.

## 11. Oy gt

Swuckpgf 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 nkngf løp ý g ecvgi qtlegu dgrqy, y j lej qtki løcvgf htqo ý g F2.08, uj qwrf dg lf gpvkhlef løp ý g ecvgi qtlegu cu Dgr ctvo gpvcnSgtxleg, COFAC Sgtxleg, Uplxgtuks{ Sgtxleg.

Elhgevkxg eqpvtkdwkqpu qp f gr ctvo gpvcn, eqngi g cpf wpkxgtukk{ eqwpeku cpf eqo o kwggu o ggvkpi tgi wrctn{, kpenwf kpi Fcewn{ Sgpcvg. Cqo o kwggu cpf eqwpeku 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/eqwpekni cpf wpkxgtukw{ eqo o kwggu/eqwpekni (kpenwf kpi cf j qe eqo o kwggu) o ggvkpi cvrgcuvqpeg gcej ugo guvgt, kpenwf kpi Fcewnx{ Sgpcvg. Cqo o kwggu cpf eqwpekni yj cvf q pqvo ggvuj qwrf pqvdg kpenwf gf.

Sgtxleg kp Fwpftckulpi, kpenwfkpi y qtmkpi cvhwpftckulpi cevkxkkgu/gxgpvu kp xctkqwu tqmgu cpf o ggvkpi hwpftckulpi i qcnu ghhgevkxgn{.

Hcxkpi cp cevkxg tqng kp qti cpk kpi cpf/qt r ctvkekr cvkpi kp tgetvkkkpi cpf tgvgpvkqp cevkxkkgu cpf gxgpvu.

- Rgetwkskpi cevkxkskgucpf/qtgxgpvu
- Rgvgpvkqp cevkxkvkgu cpf/qt gxgpvu