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DEPARTMENT OF THEATRE & FILM Unit Criteria
Approved May 1, 2017 at Faculty Senate Meeting #2

VIALE OPPORTUNITY FOR DEMONSTRATING ARTISTIC ACHIEVEMENT WHICH IS CRUCIAL TO PROMOTION AND TENURE DECISIONS... THE PRODUCTION OF PLAYS AND PERFORMANCES (HEREAFTER REFERRED TO AS THEATRICAL EVENTS) AND THE STUDY THEREOF CONSTITUTE THE DISCIPLINE OF THEATRE. IN RECOGNITION OF THE ARTISTIC COMPONENT OF THEATRE, MOST INSTITUTIONS OF HIGHER EDUCATION NOW INCLUDE 'CREATIVE ACTIVITY' AS A LEGITIMATE COMPONENT FOR PROMOTION AND TENURE CONSIDERATION... IN ADDITION, THIS DOCUMENT IS CONGRUENT WITH THE NATIONAL ASSOCIATION OF SCHOOLS OF THEATRE (NAST) ACCREDITATION GUIDELINES, WHICH STATE THAT CREATIVE PRODUCTION AND PROFESSIONAL WORK IN THEATRE MUST BE EQUIVALENT TO SCHOLARLY PUBLICATION OR RESEARCH AS A CRITERION FOR ADVANCEMENT."

PERTINENT SECTION FROM THE UVFA DOCUMENT PERTAINING TO FILM:

"CREATIVE WORK SHOULD BE FULLY ACCEPTED AS PART OF THE FACULTY EVALUATION PROCESS WHEN SUCH WORK IS APPROPRIATE TO BOTH FACULTY SPECIALIZATION AND TEACHING LOAD. JUST AS THE PRIMARY PROFESSIONAL CONTRIBUTIONS OF A FACULTY MEMBER TEACHING MEDIA HISTORY SHOULD BE EXPECTED TO BE IN THE FORM OF PUBLISHED SCHOLARSHIP, SO THE PRIMARY PROFESSIONAL CONTRIBUTIONS OF A FACULTY MEMBER SPECIALIZING IN A CREATIVE AREA SHOULD BE EXPECTED TO BE IN ONE OR MORE OF THE AREAS OF CREATIVE PRODUCTION.

THE FINE ARTS HAVE CLEARLY ESTABLISHED A PRECEDENT FOR THE CONSIDERATION OF CREATIVE WORK AS A PART OF THE EVALUATION PROCESS FOR PROMOTION AND TENURE. EXHIBITIONS OF PAINTINGS, DRAWINGS, SCULPTURES, PHOTOGRAPHS, ETC. ARE ACCEPTED AS EVIDENCE OF PROFESSIONAL CONTRIBUTIONS IN THE VISUAL ARTS. MUSICAL COMPOSITIONS AND REVIEWS OF RECITALS AND SOLO PERFORMANCES ARE ACCEPTED IN THE FIELD OF MUSIC. CREATIVE WRITING, DIRECTION AND DESIGN OF PLAYS, CHOREOGRAPHY, AND DANCE PERFORMANCES ARE LIKEWISE ACCEPTED AS EVIDENCE OF FACULTY CONTRIBUTIONS IN OTHER CREATIVE FIELDS. THE SAME SHOULD BE TRUE OF CREATIVE WORK BY A FILM OR VIDEO FACULTY MEMBER."

B. Criteria for Instruction

A central function of the university is instruction of students in formal courses and supervised study. Teaching includes those activities directly related to the formal and informal transmission of appropriate skills and knowledge to students. The nature of instruction will vary for each faculty member, depending upon workload distribution and the particular teaching mission of the unit. Instruction includes actual contact in

classroom, correspondence or electronic delivery methods, laboratory or field and preparatory activities, such as preparing for lectures, setting up demonstrations, and preparing for laboratory experiments, as well as individual/independent study, tutorial sessions, evaluations, correcting papers, and determining grades. Other aspects of teaching and instruction extend to undergraduate and graduate academic advising and counseling, training graduate students and serving on their graduate committees, particularly as their major advisor, curriculum development, and academic recruiting and retention activities. ADDITIONAL ADVISING OBLIGATIONS IN THE DEPARTMENT OF THEATRE & FILM INCLUDE: STUDENT DRAMA ASSOCIATION AND FILM CLUB; STUDENT-PRODUCED THEATRICAL EVENTS, LIKE WINTER SHORTS FAMOUS FOR FIFTEEN PLAYWRIGHTING FESTIVAL, STUDENT FILM FESTIVAL AMONG MANY OTHERS BOTH ON AND OFF CAMPUS; STUDENT ACTORS, DIRECTORS, OR DESIGNERS WORKING ON OFFCAMPUS PROJECTS AT ANOTHER THEATRE OR FILM COMPANY; UNDERGRADUATE RESEARCH PROJECTS, INCLUDING STUDENT THESIS PROJECTS; COACHING FOR GRADUATE SCHOOL ANDUNIVERSITY/ RESIDENT THEATRE ASSOCIATION (U/RTA) AUDITIONS AND PORTFOLIO OR REEL REVIEWS; SUPERVISION OF STUDENT LABOR AND ASSISTANTS IN ALL PRODUCTION AND MANAGEMENT AREAS OVERSEEN BY THE DEPARTMENT.

1. Effectiveness in Teaching

Evidence of excellence in teaching may be demonstrated through, but not limited to, evidence of the various characteristics that define effective teachers.

FACULTY IN THE THEATRE & FILM DEPARTMENT HAVE UNUSUALLY HIGH TEACHING AND ADVISING LOADS. EXCELLENCE IN TEACHING IS THE DEPARTMENT'S HIGHEST PRIORITY. EXCELLENCE IN RESEARCH/CREATIVE WORK AND SERVICE MAY NOT COMPENSATE FOR AN INSUFFICIENT TEACHING RECORD.

- e. demonstrate content mastery, discuss current information and divergent points of view, relate topics to other disciplines, deliver material at the appropriate level;
 - f. regularly develop new courses, workshops and seminars and use a variety of methods of instructional delivery and instructional design;
 - g. SIGNIFICANTLY REVISE COURSES TO REFLECT NEW DEVELOPMENTS IN THE FIELD;
 - h. may receive prizes and awards for excellence in teaching.
2. Components of Evaluation
- Effectiveness in teaching will be evaluated through information on formal and informal teaching, course and curriculum material, recruiting and advising, training/guiding graduate students, etc., provided by:
- a. systematic student ratings, i.e. student opinion of instruction summary forms, and at least two of the following:
 - b. narrative self-evaluation,
 - c. peer/department chair classroom observation(s),
 - d. peer/department chair evaluation of course materials.
- C. Criteria for Research, Scholarly, and Creative Activity
- Inquiry and originality are central functions of a land grant/sea grant/space grant university and all faculty with a research component in their assignment must remain active as scholars. Consequently, faculty are expected to conduct research or engage in other scholarly or creative pursuits that are appropriate to the mission of their unit, and equally important, results of their work must be disseminated through media appropriate to their discipline. Furthermore, it is important to emphasize the distinction between routine production and creative excellence as evaluated by an individual's peers at the University of Alaska and elsewhere.
1. ADDITIONAL CLARIFICATION ON THE EVALUATION OF CREATIVE

- b. UAF THEATRE & FILM FACULTY SHOULD CATEGORIZE THEIR CREATIVE ACTIVITY IN ANNUAL REPORTS, 4TH YEAR REVIEWS, TENURE REVIEWS, AND POST TENURE REVIEWS AS LOCAL, STATEWIDE, NATIONAL, OR INTERNATIONAL. THE FOLLOWING STANDARDS SHOULD BE USED FOR THE PURPOSES OF THIS CATEGORIZATION. A LOCAL OR STATEWIDE THEATRICAL OR FILM PRODUCTION/ CONFERENCE/ EVENT MAY BE INCLUDED IN THE NATIONAL OR INTERNATIONAL CATEGORY IF IT MEETS ONE OR MORE OF THE FOLLOWING: 1) THE PROFESSIONAL VISIBILITY OF THE THEATRE OR FILM ARTIST IS JUDGED TO GO BEYOND THE STATE/ COUNTRY 2) THE MAJORITY OF THE THEATRE OR FILM ARTISTS/ COLLABORATORS/ PARTICIPANTS INVOLVED ARE FROM OUT OF STATE/ COUNTRY 3) THE PRODUCTION DREW AN AUDIENCE WHICH WAS NATIONAL OR INTERNATIONAL IN SCOPE.

- c. ~~REVIEW OF THEATRE AND FILM ARTISTS (REVIEWED BY THE FACULTY) AND A MAJOR PORTION OF THE~~
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- j. Prizes and awards for excellence of scholarship OR CREATIVE ARTISTRY
 - k. Awards of special fellowships or research or artistic activities or selection of tours of duty at special institutes for advanced study.
 - l. Development of processes or instruments useful in solving problems, such as computer programs and systems for the processing of data, genetic plant and animal material, and where appropriate obtaining patents and/or copyrights for said development.
 - m. PLAYWRITING, SCREENWRITING, PRODUCTION DRAMATURGY, NEW PLAY DEVELOPMENT AND WORKSHOPPING, LITERARY MANAGEMENT.
 - n. CRITICAL REVIEWS, CRITICAL DRAMATURGY, THEATRE OR FILM ANTHROPOLOGY, BASIC PERFORMANCE RESEARCH, SCRIPT PREPARATION, PEER REVIEWS OF PRACTICE AND WRITING, CONSULTING.
 - o. DESIGN (PRODUCTION, LIGHT, SET, COSTUME, SOUND, PROJECTION).
 - p. PRODUCING, DIRECTING, ACTING, COACHING (VOCAL, STYLE, MOVEMENT, STAGE OR SCREEN COMBAT OR STUNTS), CHOREOGRAPHIC WORK.
 - q. FILM -MAKING, VIDEO DOCUMENTATION, VIDEO EDITING, DVD AUTHORIZING, MULTI-MEDIA AND WEB CREATION.
 - r. PRODUCING, SEASON PLANNING, BUDGETING, PRODUCTION MANAGEMENT AND COORDINATION, STAGE MANAGEMENT, TECHNICAL DIRECTION, PUBLIC RELATIONS, MARKETING.
 - s. INVITED PRESENTATIONS, LECTURES AND INVITATIONS TO TEACH MASTER CLASSES OR LEAD INTENSIVE WORKSHOPS.
 - t. DISTRIBUTION OF ORIGINAL MEDIA CONTENT THROUGH FILM SCREENINGS, FILM FESTIVALS, TELEVISION BROADCAST, PODCAST, OR NEW MEDIA FORMATS WHICH CAPTURES A BROAD AUDIENCE.
4. DOCUMENTATION OF ABOVE CREATIVE ACTIVITY MAY INCLUDE (BUT IS NOT LIMITED TO):

- a. WRITTEN EVALUATION BY THE CHAIR, FACULTY PEERS, EXTERNAL PEERS, OR OUTSIDE EXPERTS.
- b. REVIEWS IN THE PROFESSIONAL MEDIA.
- c. SCRIPTS OF ORIGINAL PRODUCED PLAYS OR SCREENPLAYS INCLUDING ADAPTATIONS AND TRANSLATIONS.
- d. PHOTOGRAPHIC IMAGES OF PRODUCTIONS OR FILMS, WORKING DRAWINGS, RENDERINGS, DVDS, CDS, LIGHT PLOTS, SET MODELS, DESIGN PORTFOLIOS, STORY BOARDS, SHOT LISTS, AND OTHER SUPPORTING MATERIAL.
- e. RESEARCH AND ANALYTICAL MATERIALS, DIRECTORS' PRODUCTION BOOKS, STUDY GUIDES, PROGRAM NOTES, OUTREACH MATERIALS, AND LABAN NOTATION.
- f. MARKETING AND PUBLIC RELATIONS MATERIALS (INCLUDING POSTERS, PROGRAMS, RADIO, TELEVISION, NEWSPAPER, AND WEB-BASED INTERVIEWS).
- g. EVIDENCE OF OUTREACH ACTIVITIES, SUCH AS SYMPOSIA, SEMINARS, WORKSHOPS, AND OTHER EVENTS.

other activities in furtherance of the goals and mission of the university and its units. Such service may occur on a periodic or limited basis. Examples include, but are not limited to:

- a. Providing information services to adults or youth. **INCLUDING OUTREACH WITH LOCAL SCHOOLS, SPECIAL SCHOOL PERFORMANCES, SCHOOL VISITS, PARTICIPATION IN CAMPUS-WIDE OUTREACH EVENTS.**
 - b. Service on or to government or public committees.
 - c. Service on accrediting bodies.
 - d. Active participation in professional organizations.
 - e. Active participation in discipline-oriented service organizations.
 - f. Consulting.
 - g. Prizes and awards for excellence in public service.
 - h. Leadership of or presentations at workshops, conferences, or public meetings.
 - i. Training and facilitating.
 - j. Radio and TV programs, newspaper articles and columns, publications, newsletters, films, computer applications, teleconferences and other educational media.
 - k. Judging and similar educational assistance at science fairs, state fairs, and speech, drama, literary, and similar competitions.
 - l. **SUPPORT OF LOCAL COMMUNITY MEMBERS OR ORGANIZATIONS, INCLUDING LOANING OF THEATRE/FILM UAF COSTUMES AND PROPS.**
2. University Service
- University service includes those activities involving faculty members in the governance, administration, and other internal affairs of the university, its colleges, schools, and institutes. It includes instructional work with students and their organizations. Examples of such activity include, but are not limited to:
- a. Service on university, college, school, institute, or departmental committees or governing bodies.

- b. Consultative work in support of university functions, such as expert assistance for specific projects.
 - c. Service as department chair or ~~limited~~ and ~~parttime~~ assignments as assistant/associate dean in a college/school.
 - d. Participation in accreditation reviews INCLUDING AUTHORSHIP OF ACCREDITATION OR OTHER COMPREHENSIVE PROGRAM REPORTS.
 - e. Service on collective bargaining unit committees or elected office.
 - f. Service in support of student organizations and activities.
 - g. Academic support services such as library and museum programs.
 - h. Assisting other faculty or units with curriculum planning and delivery of instruction, such as serving as guest lecturer.
 - i. Mentoring.
 - j. Prizes and ~~awds~~ for excellence in university service.
 - k. DEVELOPMENT OF ASSESSMENT PROGRAMS.
 - l. PARTICIPATION IN FACULTY DEVELOPMENT WORKSHOPS.
 - m. ASSISTING WITH THEATRE & FILM DEPARTMENT FUNDRAISING EVENTS.
3. Professional Service
- a. Editing or refereeing articles or proposals for professional journals or organizations.
 - b. Active participation OR MEMBERSHIP in professional organizations INCLUDING BUT NOT LIMITED TO: ACTORS' EQUITY ASSOCIATION (AEA), SCREEN ACTORS GUILD, AMERICAN FEDERATION OF TELEVISION AND RADIO ARTISTS (SAGAFTRA), STAGE DIRECTORS AND CHOREOGRAPHERS SOCIETY (SDC), INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES (IATSE), UNITED SCENIC ARTISTS (USA), THEATRE COMMUNICATIONS GROUP (TCG), ASSOCIATION FOR THEATRE IN HIGHER EDUCATION (ATHE).
 - c. Active participation in discipline-oriented service organizations.

