

Chemistry Department Evaluation Standards for Adjunct Faculty

All adjunct faculty will be evaluated on the following expectations:

- prepare syllabi for their courses per university standards and select teaching materials which are appropriate to the course description and reflect current developments in their discipline.
- teach courses in accordance with the syllabus.
- specify in the syllabus a set of reasonable grading practices and follow them carefully.
- meet their classes as scheduled or, if it is necessary to be absent, receive approval from their department head.
- hold office hours and be available to meet with students outside of regular class hours.
- work with their department head to address student pedagogical concerns.