

THE CONTEXT STATEMENT

September, 2009

Teaching and Advising:

2-3 pages for Personnel Reviews, two paragraphs for Merit Reviews

Prepare a reflective commentary on teaching accomplishments, goals over the past three years, and new goals or directions for the next three years. Comment on advising and work performed with individuals or small groups of students outside of the usual teaching assignments. As a reminder of teaching assignments during this period, a list of courses taught during the past three years is provided.

The Faculty Budget Committee offers these suggestions to help to compose an informative statement. All of these points need not be present but they are offered as guidance.

- Discuss your pedagogy.
- Are there teaching and learning challenges unique to your discipline that the committee should consider in evaluating your course design or pedagogy? Are there special challenges connected with courses taught outside your department?
- Discuss distinct learning assignments and the rationale for them.
- Discuss new and renovated courses. What is the rationale for the changes you made?
- If you use classroom assessment techniques, such as having students contribute questions to be discussed, diagnostic quizzes, etc., discuss how they have helped inform your teaching.
- If you have employed supplemental end-of-course evaluations for your own development, discuss how they have informed your teaching. You may, if you wish, reference qualitative assessments in your EOC's to explain decisions you have made about teaching strategies.
- Comment on formal and informal advising, including tasks such as writing letters of recommendation.
- In some cases faculty spend time teaching students outside of the course assignments. If this is the case, please describe that teaching activity and estimate the time you spent in such endeavor.
- How would you characterize your impact on students?

Scholarship:

1-2 pages for Personnel Reviews, one paragraph for Merit Reviews

Prepare a reflective commentary on the significance of your scholarly accomplishments over the previous three years and your scholarly goals over the next three years. (Discuss these accomplishments and goals with the Chair or designated reviewer.)

The Faculty Budget Committee offers these suggestions to help in the composition of an informative statement.

- Situate publications and presentations in their professional context. For example, has the publication been peer-reviewed?
- Comment on the traditions of scholarship unique to your discipline that the committee should know to understand the context of your work.
- Comment on the relationship between your teaching and scholarship.

Service:

One page for Personnel Reviews, a few sentences for Merit Reviews

Prepare a reflective commentary on service activities (both on and off campus) over the three-year period as well as expectations with respect to service over the next three years. (Discuss these service accomplishments and goals with the Chair or designated reviewer.)

The Faculty Budget Committee offers these suggestions to help in the composition of an informative statement. In each case clarify the scope of responsibility and time commitment entailed.

- Specify your contributions to committees and, if appropriate, discuss any special efforts undertaken by a committee on which you served.
- Comment on any significant contributions to your department.
- Specify your contributions to off-campus service.