

Reappointment: Initial Nontenure Continuing Status

PORTFOLIO REQUIREMENTS

I. Self-Assessment - Not to exceed 3,000 words

The self-assessment of your faculty performance at Bethel should give primary attention to the following areas:

- Effectiveness in teaching, incorporating a reflection on student evaluations
- Effectiveness in student advising and mentoring
- Professional growth
- Evidence of a commitment to a Christian worldview and the search for perspectives applicable to your discipline and how this is demonstrated in your teaching
- Collegiality in working relationships with faculty and administrative colleagues
- Commitment to service
- Cooperation with and support of the spiritual life program and priorities of the university
- Reflection on the most recent letter from the Appointment Committee

Please save this document as LASTNAME_FIRSTINITIAL_SELF-ASSESS_MonthYear

II. An updated copy of your curriculum vitae.

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III. Three-Year Growth Plan - Not to exceed 750 words

The Three-Year Growth Plan should spell out your plans for future growth and development in the areas of teaching, scholarship, and service. The Growth Plan addresses the following areas:

Teaching

- Plans for strengthening both general and specific areas of teaching
- Innovative or best practice ideas in teaching to be incorporated
- Plans for evaluating teaching effectiveness other than IDEA evaluations (e.g., colleague observations, classroom visitations, etc.)

Scholarship

- Be sure to explain how your scholarly activity fits into one of the four categories of scholarship noted in *Definition of Terms*.
- Progress toward any formal degree programs in which you are involved (as appropriate)
- Plans for research/scholarship/artistic activities, noting work in progress and timeline for completion as well as future planned activities
- Plans for scholarly involvement as presenter, manuscript reviewer, writer of book reviews or short trade articles, fact-finding reports, etc.
- Plans for performance and exhibits (e.g., preparing compositions, preparing for recitals/exhibits/performances, etc.)

Service

- Plans for involvement in department operations and functions (e.g., development of new courses, department roles and responsibilities)
- Plans for institutional involvement and general faculty responsibilities (e.g., advising)
- Plans for professional service activities (e.g., memberships in organizations, consulting activity, attendance at professional meetings, developing workshops and seminars, upcoming sabbatical activities, etc.)
- Plans for church service (e.g., faith/learning activities, participation in the spiritual life of the university)

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III. Faith Integration Essay - Not to exceed 1,750 words

The Faith Integration essay offers faculty members an opportunity to describe how they bring the perspective of a Christian worldview to bear on teaching and scholarship. While the document should certainly include a personal voice, it should not be limited to discussion of one's personal faith commitments but should focus on linking those commitments to one's academic work within a scholarly context. The essay **may** include:

1. Discussion of biblical values or perspectives affecting one's approach to the discipline.
2. Discussion of discipline-related assumptions or perspectives that enrich one's approach to the Christian life.
3. Discussion of areas of controversy or conflict between the Christian faith and the academic discipline, critical issues in the discipline, and the faculty member's approach to these areas.
4. Distinctive problems and opportunities the faculty member has experienced as a Christian pursuing one's professional activities.
5. Discussion of the faculty member's approach to teaching as a Christian scholar at a Christian university.

The above listed topics are meant to stimulate one's thinking and encourage significant reflection on how one understands his or her calling as a Christian scholar; how one understands one's disciplinary perspective and its consonance or dissonance with Christian teaching; and how one brings to bear faith perspectives when tensions arise. It is not expected that all five topics will be addressed in the essay; however, it is expected that this essay will reflect the ongoing thinking by the faculty member, and should reflect an increasing maturity in one's discipline and faith.

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All documents must be submitted electronically to Academic Affairs (cas-academic-affairs@bethel.edu) using the naming protocol indicated above. The Committee will review your file based on the materials received before or on **August 15**. Its recommendations are made to the Provost before the end of the fall semester.