

## INTERVIEW PROTOCOL

**Title:**

Assessment of Adjunct Faculty Teaching Performance

IRB # 20111212198 EX

Thank you for agreeing to participate in this study. As described in the Informed Consent Form, our interest centers on what you have to report about how your current institution evaluates and assesses your teaching performance. Nationwide, the numbers of part-time and adjunct faculty continue to grow. Sometimes, these individuals operate on the fringes of the institutions in which they teach. The questions we wish to ask have to do with your teaching experience as an adjunct and with the assessment, evaluation, and/or feedback you received.

1. Would you please tell me what courses you have taught in the past several years?
2. How did you learn about the opportunity to teach the class (classes)?
3. How was the class delivered (face-to-face, online/distance) and were you given adequate support as a teacher?
4. Approximately how many students enrolled in these classes?
5. How would you characterize these students (undergraduate, graduate, part-time, non-traditional, professional)?
6. How often did you meet these classes? For how long?
7. During the course of the academic period (semester, quarter), what kinds of contact did you have with the administration and with other faculty?
8. How does the institution that hired you to teach determine that you have done a good job as a part-time or adjunct instructor?
9. Did you have an opportunity to meet with an administrator to talk about your teaching at the conclusion of a term? If so, please describe.
10. Was there an end of the term assessment (student evaluations)?
  - a. Did you have to administer the assessment? If so, would you please describe the procedure that you followed?
  - b. If you did not have to administer the assessment, what procedure was used to gather feedback from students about the class?
11. If you are not assessed every semester, how often are you assessed?
12. To your knowledge, how are the results of the assessment used (i.e. Do they impact re-hire status, pay or do they promote additional professional development and/or training)?
13. What value, if any, do you see in the current assessment strategies of your institution?
14. What changes, if any, would you recommend in the assessment procedures currently in use at your institution?
15. If you are not formally assessed, how do you determine if you are doing a good job as a part-time or adjunct instructor?