

Applicant Name:

Course:

Meeting Date:

PTAC Chair:

Committee members present:

A. Requisite Qualifications			
A.I Required qualifications as posted?	YES/NO		
A.II Relevant qualifications and experience to teach the course?	YES/NO		Note: EC481 requires either recent studies or recent research experience in economics
B. Competency to teach the course	CONTINUE?		End if no to either of the A.I or A.II
B.I Currency and mastery of the subject matter	Excellent: 30 Very Good: 20 Good: 15 Satisfact: 10 Unsatisfact.: 0		- Relevant PhD (10); Relevant ABD (5) - Demonstrated currency of knowledge of subject matter of the course (5) - Relevant experience (5) - Relevant peer-reviewed pubs (5) - Relevant past course syllabi (5)
B.II Seniority points in the posted course or similar / substantially similar course(s)	Maximum: 10		Per CA, 0.5 points per substantially similar course outside WLU.*
B.III Ability to perform the duties of the course	Good: 10 Satisfact.: 5 Unsatisfact.: 0		- Taught course of similar size/mode of delivery (up to 5) - Evidence of development of similar course/s (OC/VA teaching, or team teaching does not count towards this) (up to 5) Note: evidence that the candidate has repeatedly not met the duties under Article 16 may be used as evidence for an unsatisfactory rating, notwithstanding other factors.
C. Teaching qualifications not specific to the course	CONTINUE?	/50	<i>If less than 25 pts before this section, need not continue</i>
C.I Teaching-related experience	Maximum: 15		Total seniority pts minus pts in B.II or points for teaching outside Laurier not included in B.II.*
C.II Assessment of teaching skills, inc. teaching-related transferable skills demonstrated outside a teaching context	Very Good: 15 Good: 10 Satisfact.: 5 Poor: 0 No evidence: 0		Rankings based on number of items on the list shown. Very Good: 3; Good: 2; Satisfactory: 1. - Good teaching evaluations in past 5 years - Teaching awards - Teaching training/development/certifications - Evidence of innovative teaching practices - Other evidence provided in PCAF
D. Other relevant qualifications	CONTINUE?	/80	<i>If less than 40 pts before this section, need not continue</i>
Includes scholarship in the field, professional experience, pedagogical development, development of course materials	Very Good:20 Good: 15 Satisfact.: 10 Limited: 5 None: 0		Rankings based on number of items on the list shown. Very good: 4; Good: 3; Satisfactory: 2; Limited: 1 None: 0. - Additional university degrees (not counted elsewhere) - Professional qualifications (not counted elsewhere) - Community engagement - Contributions to academic/cultural life of students - Service to the profession (editorial and referee work, active position/work in professional organizations [not simply membership], organizing conferences, workshops, advisory boards, etc - Student and/or colleague mentorship - EDI experience / training - Indigenous knowledge experience / training
TOTAL POINTS / RANK		/100	<i>If less than 50, not required to be recommended</i>

E. Comments for Dean's consideration (optional)

* Note: college courses are not considered substantially similar.