

Department of Political Science and North American Studies Program – Appendix H

(A) DOES THE CANDIDATE HAVE THE REQUIRED ACADEMIC AND/OR PROFESSIONAL QUALIFICATIONS AS POSTED?

Yes/No

(B) COMPETENCY TO TEACH THE POSTED COURSE (MAX 50)

**Similar courses:** to be determined by PTAC; experience in similar courses may also include Online and/or team-teaching. **Substantially similar courses(s)** may include a course that appears in the Academic Calendar as a course exclusion or a course that encompasses substantially similar subject matter with the same or similar assessment techniques.

For primarily **academic** applicants, points will be allocated in the following manner:

- Recent, peer-reviewed articles or books relevant to the substance of the course up to 10 points
- Recent conference presentations on the substance of the course up to 5 points
- Other professional experience related to the substance of the course up to 10 points
- Any other relevant qualifications for the posted course up to 5 points

For primarily **professional** applicants (in cases where job ad requires professional qualifications):

- Relevant professional experience related to the substance of the course up to 20 points
- Recent published/publicly presented outputs related to the substance of the course up to 5 points
- Any other relevant qualifications for the posted course up to 5 points

1. Currency and mastery of the subject matter **/30**

Excellent	30
Very good	20
Good	15
Satisfactory	10
Poor or no evidence	0
  
2. Previous teaching or tutorial or lab experience in the posted or **similar** or **substantially similar** courses – total seniority points to a max of 10 **/10**
  
3. Ability to perform the duties of the course **/10**

***If score in section b) is less than 25, PTAC is not required to continue the evaluation.***

(C) TEACHING QUALIFICATIONS – NOT SPECIFIC TO THE COURSE (MAX 30)

1. Teaching-related experience **/15**

Total WLU seniority points **other** than in the posted course or substantially similar course.  
If this number is less than 15, the following may be taken into consideration:

- Partial points for courses/tutorials/labs taught elsewhere ('labs' N/A for Political Science and North American Studies courses) (max 5 points)
- Teaching training (pedagogy, EDI, Indigeneity, anti-racism/oppression, accessibility) (max 5 points)

2. Assessment of teaching skills

/15

Including teaching-related transferrable skills demonstrated outside a teaching context.

Very good	15
Good	10
Satisfactory	5
Poor or no evidence	0

*If total score after b) and c) is less than 40, then PTAC is not required to continue the evaluation.*

**(D) OTHER RELEVANT QUALIFICATIONS (MAX 20)**

/20

Examples of other qualifications **must** be directly relevant to the course.

Examples can include, and are not limited to: additional degrees or professional qualifications; community engagement; development of educational materials; pedagogical development; equity diversity and inclusion (EDI) experience; Indigenous knowledge systems; post-doctoral experience; professional development and/or experience.

Very good	20
Good	15
Satisfactory	10
Limited	5
No evidence	0

*If the total score after b), c), and d) is less than 50, then PTAC is not required to recommend the candidate for the course.*

**(E) OPTIONAL:**

Awarding of a course is subject to a Member's success in meeting the duties and responsibilities in Article 16. In this section, the PTAC may submit comments or express concerns regarding the candidate.

1. Comments for the Dean's consideration:
2. Comments on the Student Course Surveys:

**TOTAL POINTS**

**/100**