



## **KPIs for Faculty Members**

These KPIs outline what's expected of faculty to ensure high-quality teaching, student support, and alignment with SWAU's mission.

### **How KPIs Will Be Measured**

- Syllabus uploads and Canvas audits for course readiness.
- Registrar grade submission reports.
- Early alert system referrals.
- Advising activity logs or departmental tracking.
- Attendance logs for department meetings.
- Faculty evaluations: self, student, peer, chair.
- Assessment data confirmed by coordinators/chairs.
- Annual reports for research/outreach activity.

## **Course Preparation & Academic Delivery**

*Why it Matters:* Clear, organized, and mission-aligned teaching sets the tone for student success. Canvas readiness and syllabus clarity reduce confusion and improve engagement.

- Organized Canvas with materials and gradebook.
- Integrate faith, values, and vocation.
- Syllabi due to department chairs Aug 18 (Fall), Jan 4 (Spring).
- Canvas published Aug 24 (Fall), Jan 11 (Spring).
- Grades: Midterms Oct 14 (Fall), Mar 3 (Spring); Finals Dec 16 (Fall), May 5 (Spring).
- Align courses with Department Program Learning Outcomes

## **Student Success & Engagement**

*Why it Matters:* Faculty play a critical role in spotting student challenges early and building relationships that guide students toward graduation and growth.

- Monitor and support student progress.
- Promote research, internships, and co-curriculars.
- Refer students below C- by Oct 16 (Fall), Mar 5 (Spring).
- Meet each advisee once per semester.
- Respond to student emails in 48 hours (Mon–Fri).

## **Professionalism & Compliance**

*Why it Matters:* Ongoing learning, professionalism, and collegiality build a respectful campus culture and model lifelong learning for our students.

- Stay current in field via research or coursework.
- Foster a collegial, mission-driven work environment.
- Attend dept meetings and faculty in-service events.
- Participate in self, peer, chair, and classroom evaluations.

## **Assessment & Feedback**

*Why it Matters:* Regular feedback and data analysis help us adjust our teaching and improve outcomes for students.

- Use assessments to adjust teaching.
- Engage in department/institutional assessment.
- Return work within 1–2 weeks.
- Assessment data due Dec 17 (Fall), May 9 (Spring).

## **Mission & Community Involvement**

*Why it Matters:* As a mission-driven institution, your visibility in the community and participation in campus events helps strengthen SWAU's identity and impact.

- Represent SWAU in outreach or church activities.
- Join one major university event each semester