

**Appendix H: Assessment of CAS Candidates Under 13.5.1**

**Information used in the assessment:**

List all of the sources of information used to assess the candidate, including teaching dossier; teaching evaluations from WLU; teaching evaluations from another institution(s); the Member's official file, if applicable; any other information provided by the candidate (specify).

**(a) Requisite Academic Qualifications (Y/N)**

The applicant has the requisite academic qualifications for the position as posted, i.e., the relevant academic degree or certificate, education in the academic specialty, and/or the appropriate professional training and experience. Departments shall specify the minimum degree necessary for the position and they should specify the area or field for the required degree. Departments may also specify recognized professional degrees or designations or specialized training (e.g., LLB, BED, CA, language proficiency). If the applicant does not have the requisite academic qualifications for the position as posted, he/she shall not be considered for the position.

**(b) Teaching Experience in the posted course or similar or substantially similar courses (Max points - 20)**

**Student evaluations (max 15)** Please note that these ranges were developed using means and standard deviations based on past data. Medians were not used as we cannot determine standard deviations or have any way of developing a scale using past data of medians. Medians are in general at least 0.5 points higher than the mean and in cases where individuals are awarded zero points, it will only be done after checking if the median is less than the floor of the mean + 0.5

Points	Definition	BU205	BU225	BU255	BU275	BU375	BU415	BU605	BU609	BU405/BU425	BU435	BU445	BU455	BU485/BU4625	BU635	BU645	BU665	BU675
0	less than satisfactory performance	<= 4.5	<=5	<=4.5	<= 5	<=5	<=4.5	<=4.5	<=4.5	<=5	<=5	<=5	<=5	<=5	<=5	<=5	<=5	<=5
5	satisfactory performance	(4.5,5.5]	(5,6)	(4.5,5.5]	(5,6)	(5,6)	(4.5,5.5]	(4.5,5.5]	(4.5,5.5]	(5,6)	(5,6)	(5,6)	(5,6)	(5,6)	(5,6)	(5,6)	(5,6)	(5,6)
10	good level of performance	(5.5,6.3]	(6,6.5)	(5.5,6.3]	(6,6.5)	(6,6.5)	(5.5,6.3]	(5.5,6.3]	(5.5,6.3]	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)	(6,6.5)
15	excellent performance	(6.3,7]	(6.5,7)	(6.3,7]	(6.5,7)	(6.5,7)	(6.3,7]	(6.3,7]	(6.3,7]	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)	(6.5,7)

**in addition** to meeting the teacher evaluation requirements an instructor must have created their own material which goes beyond what the textbook has done. But using material developed by other members of the teaching team doesn't count. If evaluation is lower than lower limit but has developed courses, introduced new pedagogy etc. **in addition** to what is given under criteria in the above cell, they must have had a significant contribution to the design or re-design of a course or created some innovative ways of delivering the material or got a teaching award or attended more than one teaching workshops or conferences. **Letters from Associate Deans** for the teacher evaluation numbers do NOT count as awards.

**Seniority points in the posted course or similar or substantially similar α (max 15)**  
 Note: Teaching experience in college will not be counted as similar or substantially similar. Grad and undergrad level courses covering similar material will not be considered as similar or substantially similar. Teaching experience in a course (for example Statistics) in a different faculty will not be considered as similar or substantially similar as the teaching method and emphasis are different.

**(c) Overall Record of Teaching (Max points - 50)**

**Student evaluations (max 15)** Teaching Dossier or other supporting document **(max 20)**

Points	Mean	Points	Criteria
0	<3	0	No teaching dossier or other supporting document submitted
5	[5.5, 4]	5	Has description of teaching practices, states what the responsibilities of the member were, states what their pedagogical goals and objectives are in the specific field they plan to teach in which fits with the business teaching pedagogy
7	[5.4, 5.8]	10	In addition to the above they must also have developed course material and exams(not just part of a course or part of an exam as member of a teaching team) in operations and decision sciences field (if no teaching dossier or other supporting document, only 5 points)
10	[5.8, 6.2]	15	If they have attended teaching workshops or demonstrated by other means their efforts to improve their teaching and keep it current within our field and done all the above, they get 15 points and if they have not done one of the above, they get 10 points
12	[6.2, 6.6]	20	If they have run sessions in teaching workshops or have won teaching awards (nomination for an award or letters from Department Chairs congratulating them on their teaching performance do NOT count) and (1) have done all of the above, they get 20 points; (2) have only done two of the three above, they get 15 points, (3) have done only one of the 3 above, they get 10 points
15	>=6.6		

seniority points **(max 15)**

**(d) Relevant qualifications including scholarship in the field and/or relevant professional experience (max 30)**

Qualifications under this section must be directly relevant to the position advertised.

Course	Points
BU205, BU255	0 5 uses statistical tools beyond descriptive statistics in their profession 10 sampling and surveys are an integral part of their work life 15 has used statistics in their professional life and developed innovative and extensive course material in business statistics 20 Leads statistical projects and has a grad stats degree 25 has research experience in statistics and has a grad stats degree 30 has research experience in statistics and has a PhD in statistics
BU275	0 5 uses decision trees or simulation models in their profession 10 uses LP and decision trees and/or simulation in their profession 15 has used decision trees, simulation or math programming in their profession and developed extensive and innovative course material in OR 20 has an operation research or management science degree 25 has research experience in OR and has a grad degree related to OR 30 has research experience in OR and a Phd degree in OR or related field
BU 375, BU 605	0 5 works in the OM field and has an OM related degree 10 is a manager or higher in an OM field and an OM related degree 15 works in the OM field and has developed innovative and extensive course material in OM 20 is a VP or C level executive in an OM related field 25 has research experience in OM and a grad degree in OM or related field 30 has research experience in OM and has a Phd in OM or related field
BU 415	0 5 works in the MIS field 10 is an MIS manager 15 works in the MIS field and has developed innovative and extensive course material in MIS 20 is a CIO or VP of IS 25 has research experience in MIS and a grad degree in a related field 30 has research experience in MIS and a Phd in MIS or related field
BU405/BU685	0 5 works in procurement 10 is an inventory control manager or has a six sigma and works in the procurement industry 15 works in procurement and has developed innovative and extensive course material in inventory and procurement 20 is a COO or VP Operations with experience in procurement and inventory management 25 has research experience in inventory management and grad degree in a related field 30 has research experience in inventory management and Phd in a related field
BU425/BU665	0 5 has extensive experience with using R and other statistical software in a professional setting 10 works in the business analytics field 15 is responsible for big business analytics projects involving multiple groups 20 is the senior most person in the business analytics Area in a large company 25 has research experience in business analytics and a grad degree in business analytics 30 has research experience in business analytics and has a Phd in business analytics
BU435, BU645	0 5 works in the SC industry 10 is a manager in a SC related field or has a six sigma 15 works in the SC industry and has developed innovative and extensive course material in SCM 20 is a COO or VP in a SC related field 25 has research experience in SCM and a grad degree in a related field 30 has research experience in SCM and a Phd in a related field
BU445/BU625	0 5 works in the MIS field and has an MBA or related degree 10 is an MIS manager and has an MBA or related degree 15 works in the MIS field, has an MBA or related degree and has developed extensive and innovative course material in the use of MIS in Supply chains 20 is a COO or VP of IS (with Ops experience) or VP of Operations (with IS experience) 25 has research experience in SC related MIS and a grad degree in a related field

30 has research experience in SC related MIS and a PhD in a related field

BU455

- 0
- 5 works in the transportation industry
- 10 is a facilities or transportation manager
- 15 works in the transportation industry and has developed innovative and extensive course material in transportation
- 20 is a COO or VP Operations with earlier experience in the transportation sector
- 25 has research experience in transportation and a grad degree in a related field
- 30 has research experience in transportation and a PhD in a related field

BU485/BU615

- 0
- 5 works in sustainability, environmental science or environmental engineering
- 10 is a manager in the above mentioned fields
- 15 works in sustainability and has developed innovative techniques in the field
- 20 is the head of environmental issues and sustainability in a large company
- 25 has research experience in environmental issues and a grad degree in environmental field
- 30 has research experience in the environmental field and a PhD in a related field

BU609

- 0
- 5 uses statistics and decision trees or simulation models in their profession
- 10 uses statistics, LP and decision trees and/or simulation in their profession
- 15 uses statistics and OR in their profession and has developed innovative and extensive course material in OR.
- 20 has an operation research or management science degree with sufficient stats training
- 25 has research experience in OR and has a grad degree related to OR
- 30 has research experience in OR and a Phd degree in OR or related field

BU635

- 0
- 5 works in the OM or SC industry with a global presence
- 10 is a manager in an OM or SC related field of a global company or has a six sigma
- 15 works in the OM or SC industry with a global presence and has developed innovative and extensive course material on global operations.
- 20 is a COO or VP in a SC related field of a global company
- 25 has research experience in OM/SCM and a grad degree in a related field
- 30 has research experience in OM/SCM and a Phd in a related field

BU675

- 0
- 5 works in the project management field
- 10 has been a project manager for at least one project
- 15 has been a project manager for complex projects involving different groups
- 20 has developed innovative project management techniques and lead many multi-group projects
- 25 has research experience in project management and a grad degree in project management or related field
- 30 has research experience in project management and a PhD in project management or related field