



DigitalMeasures-TPR (eTPR) SECTIONS Overview

Timestamp: 7 September 2021

Dossier Sections within DigitalMeasures

Letter Requesting Action:

Upload a letter requesting promotion to this section. First, state what policy action you are requesting and then briefly provide a summary of what justifies this action. This allows you to make a compelling case from your point of view. Departmental TPR guidelines may have more specific requirements for this section.

Letter Requesting Action
Drop files here or click to upload

Standard College Resume or Vita

Load your up-to-date detailed resume in standard college format in this section.

Standard College Resume
Drop files here or click to upload

Top Achievements and Candidate Workload Report

Top Achievements

The candidate provides evidence to support the case made in the Letter Requesting Action. The candidate's departmental TPR guidelines may have more specific requirements for this section. If you want to upload top achievements from prior years, it is suggested to combine them into one document and label it with the year range, such as Top Achievements prior years. This would result in two documents being uploaded here, one for the current year, and one for prior years.

Candidate Workload Report

Include the Candidate Workload Report in this section. Instructions for this table can be found here: [Link to Workload Instructions](#)

Top Achievements
Drop files here or click to upload

Pandemic Impact Statement

Include the Pandemic impact statement for 2020-2021. Guidelines can be found here: [Link to Pandemic Impact Statement guidelines](#)

Teaching Statements

The candidate's statement on teaching including their teaching philosophy, methods used, materials developed, evidence of effectiveness, challenges and responses to challenges, how student feedback was used to improve teaching, and other relevant information is uploaded into this section. The candidate's departmental TPR guidelines may have more specific requirements for this section. If you want to upload teaching statements from prior years (previously stored in the old ETPR system), it is suggested to combine them into one document and label it with the year range, such as Teaching Statement prior years. This would result in two documents being uploaded here, one for the current year, and one for prior years.

Teaching Statement

Drop files here or click to upload

Student Feedback Forms

The candidate has the option to upload appropriate student feedback forms in this section. The candidate's departmental TPR guidelines may have more specific requirements for this section.

Student Feedback Forms

Drop files here or click to upload

Other Evidence of Teaching Effectiveness

The candidate provides any other evidence of teaching effectiveness that not provided in the prior two sections. This can include evidence such as senior exit surveys, alumni surveys, in-class peer visitation reports, recordings, and other relevant information. The candidate's departmental TPR guidelines may have more specific requirements for this section.

A new report has been created in Digital Measures to facilitate loading documents already added in Digital Measures Activities. If you have loaded documents in the sections there, choose the report **Teaching Portfolio Evidence (under rapid reports)**. Change the date range to reflect the dates of documents you have loaded. Documents are linked from the following sections: Faculty Development Activities Attended, Teaching Innovation and Curriculum Development, and Evidence of Teaching Effectiveness. This report should be available early September. If you don't see it, contact DMAdmin@clermson.edu

Teaching Effectiveness

Drop files here or click to upload

Statement on Librarianship

For faculty assigned to the University Libraries, please submit a statement on librarianship, including philosophy, methodology, materials/processes developed, effectiveness, challenges, etc. (3 pp maximum)

Statement on Librarianship

Drop files here or click to upload

Evidence of Effectiveness in Librarianship

Submit evidence of effectiveness in Librarianship. Evidence can include outstanding work products or other documents that establish effective performance in the criterion of professional effectiveness.

Librarianship Effectiveness

Drop files here or click to upload

Research/Scholarship Activities

The candidate provides information about research and scholarship activities not addressed in the standard college resume such as literature citations, patents, awards, research proposals, etc. The candidate's departmental TPR guidelines may have more specific requirements for this section.

Research

Drop files here or click to upload

Service Activity

The candidate provides information about service activity that was not addressed in the standard college resume. The candidate's departmental TPR guidelines may have more specific requirements for this section.

Service Activity

Drop files here or click to upload

Extension Activity

Candidates who have extension appointment or funding will complete this section. The candidate provides information about extension activity that was not addressed in the standard college resume. The candidate's departmental TPR guidelines may have more specific requirements for this section.

Extension Activity

Drop files here or click to upload

Goals Statement

The candidate provides a statement of short-term (1-year) and long-term (5-year) goals in this section. The candidate's departmental TPR guidelines may have more specific requirements for this section. If you want to use the goals submitted as part of annual review, you can run the Workload Goal Report. Make sure and use appropriate dates (5-16-xxxx - 5-15-xxxx) so the correct report will run. If you have issues with this report, please contact DMAAdmin@clemson.edu.

Goals (Include 1 year and 5 year
Drop files here or click to upload

External Evaluator List from Candidate - Full Professor only

This section is only necessary for faculty seeking promotion to full professor. The candidate lists their recommendations for external evaluator(s) that could provide independent evaluative comments as part of the candidate review, if applicable. Candidates provided this same information during the TPR-precheck step and are to report it here to promote transparency. The candidate's departmental TPR guidelines may have more specific requirements for this section. Please also check for any updates from your TPR chair at the Precheck step.

Candidate's External Evaluators List
Drop files here or click to upload

Activity Reports

Candidate uploads DigitalMeasures Activity Reports here as well as prior FAS reports if applicable. Candidate should confirm with TPR chair for expectations here. To re-run DM Activities Report (beginning with 2019-2020), change the date range to the following: May 16, xxxx - May 15, xxxx. Reports are calibrated on a May/May cycle. Run reports one year at a time.

Activity Reports
Drop files here or click to upload

Supplementary Information/History

The candidate provides any clarifying statements or additional information not covered by their standard college resume or any other section. The candidate's departmental TPR guidelines may have more specific requirements for this section.

Historical employment documents have been loaded under the section Employment Documents. If you want to run a report generating links to add in this section, choose the rapid report **Employment Document Report**. Check the records that are available in that section and set the date range accordingly. (Note that the dates are the date of the document uploaded). If you have additional documents that you want to add here, you can add them separately or you can add them into Employment Documents and rerun the report. The benefit to adding them into employment documents is so that they will be available for future years.

Supplementary Information (Optional)
Drop files here or click to upload