I hereby submit the reconfirmation of the Faculty Evaluation Panel (FEP) for the promotion case of Dr Kunnawee Kanitpong, Assistant Professor in the School of Engineering and Technology (SET).

The meeting was informed that the earlier procedure provided that the required number of external reviews for consideration for promotion from Assistant Professor to Associate Professor was three (3). For Dr Kunnawee’s case, three (3) external reviewers (from a number of invited potential external reviewers in the candidate’s field of expertise) have confirmed to submit their review, however only two (2) review was finally received, which was noted to be supportive of the promotion.

Dr Kunnawee joined AIT as an Assistant Professor in the Transportation and Engineering (TRE) Field of Study (FoS) of the School of Engineering and Technology since July 2005 and has been considered for promotion to the rank of Associate Professor. Her case was considered by the FEP in its meeting held on 21 September 2011, taking into account her overall academic accomplishments (reflected in the updated CV submitted by the candidate as of March 2011), in light of the recommendation of the SET Faculty Promotions Panel, as well as the two (2) positive evaluation letters received from external experts. It was recalled that the former FEP Chair proposed to the Panel to deliberate the case with the two (2) positive reviews received at that time, in spite the requirement of three external evaluation letters for cases of promotion from the rank of Assistant Professor to Associate Professor. The Panel agreed to deliberate the promotion case of Dr Kunnawee and had unanimously recommended her promotion to Associate Professor with a condition that announcement to the AIT community of Dr Kunnawee’s promotion will be held until the third external evaluation letter is received to complete the process.

In view of the revised policy (PA 1-2-2 Procedure for Evaluation of Faculty for Promotion) which provides that external evaluations will not be solicited for Assistant Professors considered for promotion to the rank of Associate Professor, Professor Pandey, the new VPAA and FEP Chair put forward the case of Dr Kunnawee Kanitpong for confirmation of the FEP (at its meeting held on 28 February 2012) that on the basis of the FEP’s earlier positive recommendation, the third evaluation letter will no longer be considered as a requirement to complete the process for her external review. The Panel unanimously confirmed that upon the President’s approval, Dr Kunnawee’s promotion could be accordingly announced to the community.
MEMORANDUM
27 September 2011

TO : Prof. Said Irandoust
     President

cc : Dr. Nitin Afzulpurkar
     Dean, SET

FROM : Faculty Evaluation Panel (FEP)
       Professor Joydeep Dutta, VPAA & FEP Chair

SUBJECT : FEP Recommendation – Dr Kunnawee Kanitpong
           (promotion to Associate Professor)

I am pleased to submit the assessment of the Faculty Evaluation Panel (FEP) for the promotion case of Dr Kunnawee Kanitpong, Assistant Professor in the School of Engineering and Technology (SET).

Dr Kunnawee joined AIT as an Assistant Professor in the Transportation and Engineering (TRE) Field of Study (FoS) of the School of Engineering and Technology since July 2005 and has been considered for promotion to the rank of Associate Professor. Her case was considered by FEP in its meeting held on 21 September 2011, taking into account her overall academic accomplishments (reflected in the updated CV submitted by the candidate as of March 2011), in light of the recommendation of the SET Faculty Promotions Panel, as well as the two (2) positive evaluation letters received from external experts. The FEP Chair put forward his proposition to the Panel to deliberate the case with the two (2) positive reviews received so far, in spite the requirement of three external evaluation letters for cases of promotion from the rank of Assistant Professor to Associate Professor. The Panel unanimously agreed to deliberate the promotion case of Dr Kunnawee as proposed the FEP Chair. The Panel also agreed that announcement of Dr Kunnawee’s promotion to the AIT community will be held until the third evaluation letter is received, which will be added in the personnel file of the candidate.

Overall, Dr Kunnawee has been carrying a slightly lower than standard teaching load of eight (8) credits on an average every year in the last 5 years (2007-2011) with generally good teaching/course evaluations received from students.

In the area of pedagogical development, Dr Kunnawee has developed one (1) new course entitled “Sustainable Transportation”. She was involved in the development of the curriculum for the i) Dual Degree program in Transportation Engineering with Gadjah Mada University and AIT Center in Indonesia and ii) curriculum development of the Double Degree Program in Transportation Engineering in collaboration with Hokkaido University.

In terms of student research supervision, Dr Kunnawee has graduated three (3) doctoral students at AIT (as the Chair) and a total of thirty-three (33) master’s students (21 as the Chair and 12 as the Co-Chair) under her supervision. She is currently supervising five (5) doctoral students (as Chair) and twelve (12) master’s students. Overall feedback received from the students based on the research supervision report was likewise good.
Dr Kunnawee has published twenty-one (21) articles (including 2 papers in press) in international refereed journals and four (4) articles in national journals. In addition, she has thirty-three (33) papers in conferences and twelve (12) research/project reports. The SCOPUS database shows twelve (12) documents with forty (40) citations (excluding self-citation) to Dr Kunnawee’s published work and an h-index of 3.

In terms of external evaluation, the reviewers highlighted the following:

“In the area of research the candidate has established a very good program in transportation engineering, heavily based on pavement design, material characterization and accident studies. The candidate continued with some of the research in the dissertation to establish strong publication and research records in pavement material characterization. The candidate’s research in this direction is commendable. The candidate’s research on asphaltic materials characterization is among the top in the field. The candidate has also developed a new area of research in accident studies which appears to address the local conditions that the current research and literature fails to address.

“The candidate has 15 journal papers published in good transportation journals, although a few (of) them are more regional publications. The candidate’s research funding is commendable and there is an indication that Dr. Kanitpong is on the right trajectory.”

“I have reviewed various dossiers both from the USA and other countries and the materials presented are acceptable at the candidate’s level and I am pleased to recommend Dr. Kanitpong for promotion to Associate Professor.”

In her research, “(she) has tackled a rather challenging but very important problems related to road safety, drivers’ attitudes, pavement defects, asphalt materials and asphalt pavements. The results of (her) research in these areas have significantly contributed to the understanding of road safety, accident fatalities, and engineering management of the transportation infrastructures. In (her) various publications, Dr. Kanitpong has demonstrated excellent knowledge and understanding of road safety, driver performance and road accidents.”

“Dr. Kanitpong’s record demonstrates mature and independent scholarship, creative, effective and significant research activities that resulted in publications in various respected referred International Journals. Given Dr. Kanitpong’s record, I strongly support (her) promotion to the rank of Associate Professor.”

In the area of sponsored and contracted research projects and grants, the Panel appreciated that Dr Kunnawee has been involved in sixteen (16) research projects (2007-2011), two (2) of which are ongoing projects.

The Panel noted with appreciation that Dr Kunnawee’s service to the FoS, school and the Institute in general is evident. Currently, Dr Kunnawee is the Coordinator of the Transportation and Engineering (TRE) Field of Study (FoS) and the Director of the Asian Center for Transportation Studies (ACTS) since 2007. She served as member of a number of committees and task forces namely, the Faculty Evaluation Steering Committee (FESC-2005), the Faculty Appointment, Renewal and Promotion Committee (FARPC-2005), the Committee of Judges of the Royal Thai Government Joint Research Project (2005, 2007-2009), the Academic Development and Review Committee (ADRC, 2006-2008), the AIT Task Force for AIT Center in Indonesia (AITCI) during 2008-2009, the Faculty Search Panel Committee (2008) and the Curriculum Development Team, Civil and Infrastructure Engineering (2010). Dr Kunnawee has been involved in promotion activities organized at the School level aimed at promoting AIT in Thailand and Myanmar (2010). Through her involvement in the Dual Degree Program in Transportation Engineering with Gadjah Mada University and AIT-Cl Double Degree Program in Civil Engineering with Hokkaido University, Dr Kunnawee was actively promoting AIT in Indonesia. Dr Kunnawee has organized fifteen (15) training courses and seminar/workshops. In her professional community, Dr Kunnawee currently serves as member of the International Scientific Committee, Eastern Asia Society for Transportation Studies since 2006, the Corresponding Committee, Thai Society for Transportation and Traffic Studies since 2006 and the Overseas Committee, International Committee of Pavement Technology
since 2007. Dr Kunnawee served as reviewer for refereed internal journals which include, the *International Journal of Pavement Engineering*, the *Journal of Transportation Research Board*, the *International Journal of Road Materials and Pavement Design*, the *Journal of Transportation Engineering*, the *International Journal of Pavement*. She served as an external examiner for three (3) PhD students in universities in Thailand and Malaysia and delivered twenty-four (24) invited lectures at conferences/seminars in the Australia, Japan, Korea, Singapore and Thailand.

In reviewing his financial productivity, the Panel noted that Dr Kunnawee has generated a positive cumulative surplus during the past 5 years (2007-2011), which the Panel finds satisfactory.

The peer teaching review process for Dr Kunnawee has been completed and final report was well received by FEP.

On the motion to promote Dr Kunnawee Kanitpong from the rank of *Assistant Professor to Associate Professor*, the Panel voted UNANIMOUSLY, with a voting result of, FOR: 6 AGAINST: 0 ABSTAINED: 0.

FEP members, Professor Nazrul Islam and Dr Rian Belse-Zee sent their apologies for the meeting. The FEP members who participated in the deliberation of Dr Kunnawee Kanitpong’s promotion case (from Assistant Professor to Associate Professor) held on 21 September 2011, were:

Prof Joydeep Dutta (Chair)  
Prof Vilas Wuwonse, SET  
Prof Jayant Routray, SERD

Associate Professor, Erik Bohez, SET  
Associate Professor, Do Ba Khang, SOM  
Associate Professor, Rajendra Shrestha, SERD
MEMORANDUM
16 February 2011

TO: Prof. Joydeep Dutta, VP-AA and Chair, FEP
FROM: Dr. Nitin Azulpurkar, Dean, SET

SUBJECT: SET Recommendation on Dr. Kunnawee Kanitpong’s Promotion Case

For your consideration, as Chair of the panel, based on the assessment made on 21 December 2011 by the School’s Promotion Committee, attended by four professors to evaluate the promotion case of Dr. Kunnawee Kanitpong.

In line with this, the outcome of the meeting is summarized as follows:

Dr. Kunnawee has been working in Transportation FoS since 2005 and currently holds an Assistant Professor rank from July 2005. It has been agreed that the period being evaluated is from Jan. 2006- Dec. 2010.

Pedagogy: Dr. Kunnawee regularly teaches three courses per year since 2006 except in 2010 and more than the minimum teaching load in 2007. Dr. Kunnawee’s faculty score in the compiled course evaluation satisfies the institute average with positive comments from the students and has received above 50% score within Agree and Strongly Agree categories in the overall result of the student research supervision evaluation. In pedagogical development, she has developed a new course to be offered in 2011, two new degree programs and participate several training/workshop relating to improvement of teaching, therefore, her overall contribution is graded as satisfactory.

Student Supervision: Dr. Kunnawee’s record shows the graduation of 1 doctoral student as co-chair and 25 master’s students as chair. She is currently supervising 7 master’s as chair and 12 master’s students as co-chair with good feedback from the overall result of the student research supervision evaluation, thus, her student supervision contribution is rated as satisfactory.

Research: Dr. Kunnawee had published a total of 19 articles (15 in international and 4 in national journals) and 23 papers in conference proceedings. The SCOPUS database currently shows a total of 22 citations and an $h$ index of 3 from 10 documents excluding self citations. The members mentioned that she has very good journal and conference publications and graded her above average. With regards to grants and sponsored projects, the members have given her above average as well for completing 21 projects, initiating 2 projects this year and submitting two proposals.
Service: Dr. Kunnawee is currently serving as the Coordinator of the field. She has served a few school and institute committees. She has organized several seminars/workshops and involve in a number of community services. The committee feels that she has satisfactory contribution with regards to professional and community and institute services with an active participation in promoting AIT to numerous universities.

Members have regarded her ability to cooperate as satisfactory for cooperating with AIT colleagues especially within the thematic group. Her financial productivity is regarded satisfactory, with positive net financial productivity except in 2006.

Four members present unanimously recommended the promotion of Dr. Kunnawee to Associate Professor Rank. Therefore, SET strongly recommends the case of Dr. Kunnawee Kanitpong to FEP to be considered for promotion with no obvious weakness.

Your kind follow up on his promotion is highly appreciated.

Thank you and warm regards.

Enclosed: Checklist & documents required for faculty promotion
Template for School Panel’s Assessment Report (for promotion)

cc: Prof. Kazi M. Ahmed
   Prof. Dennes T. Bergado
   Prof. Phan Minh Dung
   Prof. Voratas Kachitwichyanukul
   Prof. Vilas Wuwongse
Name of Faculty: Dr. Kunnawee Kanipong

Assessment for:  A] Contract Renewal
                B] Promotion to the Rank of Associate Professor

1) Date of evaluation 21 Dec 2011
and members of the School Evaluation Panel deliberating the case
Prof. Kazi M. Ahmed, Prof. Voratas K., Prof. Vilas W., and Dr. Nitin Afzulpurkar.

2) Brief academic and employment background of the candidate.

Academic:

<table>
<thead>
<tr>
<th>DEGREE</th>
<th>YEAR</th>
<th>INSTITUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. S., (Faculty of Engineering)</td>
<td>1997</td>
<td>Chulalongkorn University, Bangkok</td>
</tr>
<tr>
<td>M. S., (Civil and Environmental Engineering)</td>
<td>1999</td>
<td>University of Maryland at College Park, USA</td>
</tr>
<tr>
<td>Ph.D., (Civil and Environmental Engineering)</td>
<td>2005</td>
<td>University of Wisconsin-Madison, USA</td>
</tr>
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</table>

Special honors and awards:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>AWARD</th>
</tr>
</thead>
<tbody>
<tr>
<td>2003</td>
<td>Vilas Fellowship Travel Award</td>
</tr>
<tr>
<td>2005</td>
<td>Transportation Research Board F. Burgraff Award</td>
</tr>
<tr>
<td>2009</td>
<td>Best Research paper Award</td>
</tr>
<tr>
<td>2010</td>
<td>Best Research Award, Transportation Research Board F. Burgraff Award</td>
</tr>
</tbody>
</table>

Employment:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>ORGANIZATION</th>
<th>DESIGNATION</th>
<th>DUTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2007-Present</td>
<td>Transportation Engineering, Asian Center for</td>
<td>Asian Institute of Technology</td>
<td>Dir. Id Coordinator, Director</td>
</tr>
<tr>
<td></td>
<td>Transportation Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 2006-Present</td>
<td>Thailand Accident Research Center</td>
<td></td>
<td>Manager</td>
</tr>
<tr>
<td>July 2005-Present</td>
<td>School of Engineering and Technology</td>
<td>Asian Institute of Technology</td>
<td>Assistant Professor</td>
</tr>
</tbody>
</table>

3) Pedagogy
   A. Teaching Load
<table>
<thead>
<tr>
<th>YEAR</th>
<th>COURSE CODE/TITLE</th>
<th># OF STUDENTS</th>
<th>AVERAGE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2010</td>
<td>C73.32/ Design and Performance of Highway and Airport Pavement</td>
<td>13</td>
<td>3.5</td>
</tr>
<tr>
<td>Aug 2009</td>
<td>C73.14/ Transportation Economics and Project Evaluation, C73.31/Geometric Design and Highway Safety</td>
<td>17</td>
<td>3.35</td>
</tr>
<tr>
<td>Jan 2009</td>
<td>C73.32/ Design and Performance of Highway and Airport Pavement</td>
<td>19</td>
<td>3.34</td>
</tr>
<tr>
<td>Aug 2008</td>
<td>C73.14/ Transportation Economics and Project Evaluation, C73.31/Geometric Design and Highway Safety</td>
<td>20</td>
<td>3.39</td>
</tr>
<tr>
<td>Jan 2008</td>
<td>C73.14/ Transportation Economics and Project Evaluation</td>
<td>36</td>
<td>3.36</td>
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<tr>
<td>Aug 2007</td>
<td>C73.31/Geometric Design and Highway Safety, C73.32/ Design and Performance of Highway and Airport Pavement</td>
<td>11</td>
<td>3.36</td>
</tr>
<tr>
<td>Jan 2007</td>
<td>C73.32/ Design and Performance of Highway and Airport Pavement, C73.33 Pavement Management System</td>
<td>5</td>
<td>3.70</td>
</tr>
<tr>
<td>Aug 2006</td>
<td>C73.31/Geometric Design and Highway Safety</td>
<td>14</td>
<td>3.46</td>
</tr>
<tr>
<td>Jan 2006</td>
<td>C73.32/ Design and Performance of Highway and Airport Pavement, C73.33 Pavement Management System</td>
<td>6</td>
<td>3.42</td>
</tr>
</tbody>
</table>

B. Student Teaching Evaluations
(see the attached course evaluations)

C. Pedagogical Development
1. Initiation of new courses, degree programs, curricula
   New course developed
   - C73.XX “Sustainable Transportation” (Approved by Curriculum Review Committee in 2010 and to be offered in 2011)
   New degree programs
   - Dual Degree Program in Transportation Engineering with Gadjah Mada University and AIT-Cl
   - Dual degree Program in Civil Engineering with Hokkaido University (planned to be lunched in 2011)
2. Participation in workshops, short courses, etc. relating to improvement of teaching.
   - Lecturer in workshop on Pavement Engineering, Maintenance, and Management, Griffith University, 2009
   - Participant in Road Safety Engineering, Ro SPA, UK, 2009

4) Student Research Supervision
   A. Student Supervision
      • Number of graduated PhD and master's students (as Chair/Co-chair)
      • Number of PhD and master's students currently supervised

<table>
<thead>
<tr>
<th>STUDENTS</th>
<th>GRADUATED</th>
<th>IN-PROGRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Chair of the Committee</td>
<td>Co-Chair of the Committee</td>
</tr>
<tr>
<td>Doctoral</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Master's</td>
<td>21</td>
<td>12</td>
</tr>
</tbody>
</table>

B. Student Research Supervision Evaluations
   (see the attached evaluation of PhD & master's students)

5) Research
   A. Publications
      • Number of articles published in refereed international, regional and national journals (data covering contract period being evaluated)

<table>
<thead>
<tr>
<th>Refereed International Journals</th>
<th>Refereed Regional Journals</th>
<th>Refereed National Journals</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

• Other publications

<table>
<thead>
<tr>
<th>PUBLICATIONS</th>
<th>No.</th>
<th>No.</th>
<th>No.</th>
</tr>
</thead>
</table>

B. Grants and Sponsored Projects
   • Research grants and sponsored projects initiated as PI or co-PI during the contract being evaluated.
   • Number of proposals submitted - 2

<table>
<thead>
<tr>
<th>PROJECTS</th>
<th>COMPLETED</th>
<th>IN-PROGRESS/CURRENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>As Principal Investigator (PI)</td>
<td>As Co-PI</td>
<td>As Principal Investigator (PI)</td>
</tr>
<tr>
<td>21</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

6) Service
A. Professional Service

1. Leadership in policy and program development in professional organizations.

None

2. Participation in organizational responses to policy, practice, or structural issues, which affect the field.

None

3. Significant elective or appointed offices held.

None

4. Organization of training courses, conferences, seminars, and workshops.


5. Editing or serving on advisory boards of journals

None
6. Government or international organization panels, expert witness, reports to government or international agencies


7. Participation in development projects

None

B. Significant institute committee service

1. Field-of-Study/Program
   - Master and Doctoral Thesis Committees

2. School
   - Committee Member/ Faculty Search Panel Committee, 2008
   - Member/ Curriculum Development Team, Civil and Infrastructure Engineering, 2010

3. Institute
   - Committee Member/ Faculty Evaluation Steering Committee (FESC), 2005
   - Committee Member/ Faculty Appointment, Renewal and Promotion Committee (FARPC), 2005
   - Committee Member/ Committee of Judges, Royal Thai Government Joint Research Project, 2005
   - Committee Member/ Committee of Judges, Royal Thai Government Joint Research Project, 2007-2009
   - Committee Member/ Academic Development and Review Committee (ADRC), 2006-2008
   - Member/ AIT Task Force for AIT Center in Indonesia (AITCI), 2008-2009

C. Administrative service

1. Field-of-Study/Program
   - Field Coordinator of Transportation Engineering Field of Study

2. School

3. Institute

D. Promotion and marketing

- Dual Degree Program in Transportation Engineering with Gadjah Mada University and AITCI
E. Community service

1. Consulting activities


2. Serving on program committees

2. International Scientific Committee, Eastern Asia Society for Transportation Studies, 2006-Present
3. Corresponding Committee, Thai Society for Transportation and Traffic Studies, 2006-Present

3. Refereeing of journal articles, books, grant proposals, etc.

The 3rd International SIIV Congress, 2005
The International Journal of Road Materials and Pavement Design, 2007
The 8th International Conference on Road and Airfield Pavement Technology, 2008
The ASCE Airfield and Highway Conference, 2008
The Journal of Transportation Engineering, 2008
The International Journal of Pavement, 2010

4. Serving as external examiner

- Mr. Gatot Rusbintardjo, PhD student, University Technology Malaysia
  Title: Predicting Rutting and Fatigue Cracking of Oil Palm Fruit Ash-Modified Bitumen by using of Dynamic Shear Rheometer analysis
- Mr. Thanakorn Chompoorat, PhD student, Chulalongkorn University
  Title: An Experimental and Numerical Study of Asphaltic Concrete under Tropical Environments
Summary of strengths and weakness, overall assessment of the School Panel and recommendation/s for improvement.

**Strengths:**
- Good teacher
- Very good publication record
- Huge number of projects and manage to publish quite well

**Weaknesses:**
No obvious weakness

**Overall assessment:**
Strongly recommended for promotion to Associate Professor Rank

8] Voting Result
For: 4 Against: 0 Abstain: 2
Format for Curriculum Vitae

I. Biographical Data

A. Name of candidate Kunnawee Kanitpong

B. Education

- Ph.D., Department of Civil and Environmental Engineering, University of Wisconsin-Madison, USA, 2005
- M.S., Department of Civil and Environmental Engineering, University of Maryland at College Park, USA, 1999
- B.S., Faculty of Engineering, Chulalongkorn University, Bangkok, Thailand, 1997

C. Positions held

- May 2007-Present
  Field Coordinator, Transportation Engineering Field of Study
  Director, Asian Center for Transportation Studies (ACTS)
- July 2006-Present
  Manager, Thailand Accident Research Center (TARC)
- July 2005-Present
  Assistant Professor, School of Engineering and Technology, Asian Institute of Technology, Thailand.
- October 2004–May 2005
  Research Associate, Department of Civil and Environmental Engineering, University of Wisconsin-Madison, USA.
- January 2002–December 2004
  Teaching Assistant, Department of Civil and Environmental Engineering, University of Wisconsin-Madison, USA.
- November 2000–September 2004
  Research Assistant, Department of Civil and Environmental Engineering, University of Wisconsin-Madison, USA.

D. Special honors and awards

2. Best Research Award, the Regional Road Safety Conference, Thailand, 2010.
II. Pedagogy

A. Experience as a teacher

1. Courses taught, including courses taught at partner institutions. Student enrollment in each course taught and average final grade in each course.

August 2005:  
**CE73.31** Geometric Design and Highway Safety, 3 credits, Number of Students 10. Average Final Grade 3.35.

January 2006:  
**CE73.32** Design and Performance of Highway and Airport Pavement, 3 credits, Number of Students 6. Average Final Grade 3.42.  
**CE73.33** Pavement Management Systems, 3 credits, Number of Students 7. Average Final Grade 3.50.

August 2006:  
**CE73.31** Geometric Design and Highway Safety, 3 credits, Number of Students 14. Average Final Grade 3.46.

January 2007:  
**CE73.32** Design and Performance of Highway and Airport Pavement, 3 credits, Number of Students 5. Average Final Grade 3.70.  
**CE73.33** Pavement Management Systems, 3 credits, Number of Student 4. Average Final Grade 3.63.

August 2007:  
**CE73.31** Geometric Design and Highway Safety, 3 credits, Number of Students 11. Average Final Grade 3.36.  
**CE73.32** Design and Performance of Highway and Airport Pavement, 3 credits, Number of Students 11. Average Final Grade 3.50.

January 2008:  
**CE73.14** Transportation Economics and Project Evaluation, 3 credits, Number of Student 36. Average Final Grade 3.36.

August 2008:  
**CE73.14** Transportation Economics and Project Evaluation, 3 credits, Number of Student 20. Average Final Grade 3.38.  
**CE73.31** Geometric Design and Highway Safety, 3 credits, Number of Students 12. Average Final Grade 3.50.

January 2009:  
**CE73.32** Design and Performance of Highway and Airport Pavement, 3 credits, Number of Students 19. Average Final Grade 3.34.

August 2009:  
**CE73.14** Transportation Economics and Project Evaluation, 3 credits, Number of Student 17. Average Final Grade 3.35.
CE73.31 Geometric Design and Highway Safety, 3 credits, Number of Students 15. Average Final Grade 3.50.

January 2010: CE73.32 Design and Performance of Highway and Airport Pavement, 3 credits, Number of Students 13. Average Final Grade 3.50.

August 2010: CE73.11 Transportation System, 3 credits, Number of Student 15. Average Final Grade 3.33.

B. Evaluation of teaching

1. Copy of student teaching evaluation reports.

Most students scored strongly agree or agree on my courses. Please see an attachment of the summary of student teaching evaluation reports.

2. Copy of student research supervision evaluation reports.

Please see an attachment of the summary of student research supervision evaluation reports.

2. Copies of peer teaching evaluation reports.

N/A

C. Pedagogical Development

1. Publications: textbooks, laboratory manuals, articles in journals oriented toward pedagogy.

None

2. Grants related to pedagogy and curriculum development.

None

3. Initiation of new courses, degree programs, curricula.

New course developed
- CE 73.XX “Sustainable Transportation” (Approved by Curriculum Review Committee in 2010 and to be offered in 2011)

New degree programs
- Dual Degree Program in Transportation Engineering with Gadjah Mada University and AIT-CI
- Double Degree Program in Transportation Engineering with Hokkaido University (planned to be launched in 2011)


None
5. Participation in workshops, short courses, etc. relating to improvement of teaching.

Participant in Road Safety Audit Training Course, Melbourne, Australia, 2007
Lecturer in Workshop on Pavement Engineering, Maintenance, and Management, Griffith University, 2009
Participant in Road Safety Engineering, RoSPA, UK, 2009
Participant in Workshop on the Implementing Mechanistic Based Analysis at Airport, Airport Pavement Design and Management Summit, Singapore, 2010
Participant in Workshop on Airport Pavement Management, Airport Pavement Design and Management Summit, Singapore, 2010

III. Student Research Supervision

A. Theses supervised. Number of master and doctoral students graduated each year, on which the faculty served as committee chair or co-chair.

Summary of student research supervision at AIT

<table>
<thead>
<tr>
<th>Students</th>
<th>Completed</th>
<th>Chair of the Committee</th>
<th>Co-Chair of the Committee</th>
<th>In-Progress</th>
<th>Chair of the Committee</th>
<th>Co-Chair of the Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral</td>
<td>3</td>
<td>-</td>
<td>5</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Master</td>
<td>21</td>
<td>12</td>
<td>10</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Doctoral Degrees

1. Miss Nuttaporn Charoentham
   “Performance Grading System Based on Indirectly Estimated Parameters for Asphalt Binder Used in Thailand”

2. Mr. Berlian Kushari
   “Performance Evaluation of Selected Cool Pavement Technologies for Surface Heat Island Mitigation in Bangkok”

3. Mr. Wachara Petpongkam
   “Multi-Attribute Mechanistic-Empirical Pavement Deterioration Model including Thermal Effect”

4. Ms. Natthakarn Waiyanate
   “Correlates among Psycho-Social Factors Related to Motorcycle Helmet Wearing Behavior in the High Risk Group”

5. Mr. Nuttapong Boontob
   “Development of Roadside Accident Model on Thailand Highways”

Master Degrees
Year 2010

1. Ms. Wang-a-pisit Ornkamon
   “Calibration of Traffic Noise Prediction Model in Thailand”

2. Mr. Jakarin Phiriyajitta
   “A Dynamic Traffic Simulation for Emergency Situations in Urban Road Network”

3. Mr. Preeda Chaturabong
   “Analysis of Accident Costs by Using the Willingness-To-Pay Method Among Motorcycle Users in Bangkok and Surrounding Areas”

4. Mr. Ajay Khatri Chettri
   “The Development of Land-Use and Transportation Integrated Model for Urban Sustainability Evaluation”

5. Ms. Hnin Yu Aung (Co-Chairperson)
   “A Study of Awareness in Urban Transportation Sustainability”

6. Ms. Yuanita Kiki Sani (Co-Chairperson)
   “Of Cold Mix Recycling with Foamed Bitumen Mix Design for Binder Course A Laboratory Study”

7. Mr. Kokoh Maha Sembada (Co-Chairperson)
   “Laboratory Performance of Asphalt Pavement Surface Using Steel Slag and Natural Aggregate”

8. Mr. Muhammad Ihsan (Co-Chairperson)
   “Albedo and Temperature Measurements of Selected Pavement Surfaces”

9. Ms. Edovita Samad (Co-Chairperson)

10. Ms. Devi Utari Hidayah Siregar (Co-Chairperson)
    “Implementation of Indonesian Integrated Road Management System (IIRMS) for Pavement Rating Condition”

11. Mr. I Putu Gede Sudarma (Co-Chairperson)
    “Cross Section Condition in Urban Ares: A Case Study of Arterial and Collector Roads in Yogyakarte, Indonesia”

12. Mr. Indra Rismawansyah (Co-Chairperson)
    “Effect of Aging on AC-WC Hot Mix Recycling Asphalt Utilizing Bituminous Waste Materials”

13. Mr. Than Htike Oo (Co-Chairperson)
    “Evaluating the Accessibility of Bangkok Mass Public Transit Systems”

14. Ms. Natalia Rahmawati Aruan (Co-Chairperson)
    “Correlation Analysis Between International Roughness Index and Pavement Distresses: A Case Study of Central Java Province National Highways, Indonesia”

15. Ms. Laely Fitria Hidayatiningrum (Co-Chairperson)
    “Laboratory Investigation of Skid Resistance for Steel Slag Utilization as Chip Seal”

16. Mr. Yonatan Hendrik ParjokoSensitivity (Co-Chairperson)
    “Analysis of Concrete Pavement Performance Using the Finite Element Approach”
Year 2009
1. Mr. Sherub Phuntsho
   “Public Opinion Survey on the Air Quality Due to Vehicular Emission
   and Vehicle Emission Control Strategies: A Case Study of Thimphu
   City in Bhutan”
2. Mr. Surasak Kaewdee
   “Analysis of Traffic Loading Characteristics for Mechanistic-
   Empirical Pavement Design in Thailand”
3. Mr. Poonsak Sriudorn
   “Laboratory Evaluation of Using Reclaimed Asphalt Pavement (RAP)
   in Superpave Mix Design”
4. Mr. Sumethee Sontikul
   “Speeding Drivers’ Attitudes Towards a Speed Enforcement Program”
5. Mr. Chaiwat Nakpradit
   “Evaluation of Mixing and Compaction Temperature Reduction in
   Asphalt Concrete Production”

Year 2008
1. Mr. Woottichai Yaktawong
   “Drivers’ Attitudes Towards Speed Management”
2. Miss Sompratana Jiamtrakarn
   “Derivation of Pavement Performance Index for Thailand’s Department of
   Highways”
3. Mr. Piyapong Srirat
   “Under-Reporting of Road Casualty Accident Data: A Case Study of
   Highways in Nakhon Ratchasima, Thailand”
4. Miss Lalita Thakali
   “Development of Accident Prediction Models for the Highways of
   Thailand”
5. Mr. Kitsumate Pummarin
   “Utilization of Industrial By-Product in Superpave Asphalt Mixture”

Year 2007
1. Miss Ma. Bernadeth Borleo
   “Assessment of Warm Mix Asphalt Application in Thailand”
2. Miss Soe Soe Win
   “Life Cycle Cost Analysis of Polymer Modified Asphalt Pavement in
   Thailand”
3. Miss Chanida Anurakamolkul
   “Calibration of a Car-following Model for Use in Bangkok”
4. Mr. Pakorn Aniwattakulchachai
   “Injury Mechanism in Road Crash through Accident Investigation”
5. Mr. Somyonk Untama
   “Laboratory Study on Functional and Performance-based Properties of
   Porous Asphalt Mix in Thailand”

Year 2006
1. Mr. Tebid Joshua Atud
“Effect of Hydrated Lime and Polymer Modifiers on Rutting and Stripping of Asphalt Mixtures”

2. Mr. Md. Abu Hena Mostofa Kamal
   “Correlation of the Resistance of HMA to Moisture Damage Measured by Using Ultrasonic Test and Performance Related Test”

B. **Doctoral students.** For each student who obtained the doctoral degree under your supervision, provide the following:

1. Mr. Sakarathorn Boontaveeyuwat
   Title: The Development of Ship Routing and Location Models for Hub Port Policy
   Publication: Analysing the Optimal Location of a Hub Port in Southeast Asia; International Journal of Logistics Systems and Management
   Graduation year: 2008

2. Ms. Chanida Kangkhajitre
   Title: Experimental Investigation of Skid Resistance on Thailand Asphalt Pavements
   Publication: Laboratory Investigation of Factors Affecting Skid Resistance of Asphalt Mixtures for Pavements in Thailand; International Journal of Pavement Engineering
   Graduation year: 2010

3. Mr. Pichaya Rungruangvirojn
   Title: Development of Splash/Spray Measurement and Index for Highways Safety in Thailand
   Graduation year: 2010

IV. Research

A. Publications

1. **Books and monographs**
   None

2. **Book chapters**
   None

3. **Referred journal articles: national, regional, international.** For each article, show the impact factor of the journal if available.
International


**National**


4. Papers in conference proceedings


17. Islam, M.B. and Kanitpong, K., “An In-Depth Study of Road Crashes in Thailand,” the 14th International Conference on Road Safety in Four Continents, Bangkok, Thailand, November 2007
23. Kanitpong, K. and Bahia, H.U., “Evaluation and Correlation of Tensile Strength Ratio (TSR) and Performance of Asphalt Pavements in Wisconsin,” The 10th International Conference on Asphalt Pavements, Quebec City, Canada, August 2006
27. Kanitpong, K. and Bahia, H.U., “Comparison of Effects of Anti-Stripping Additives and Polymer Modification on Performance of Asphalt Mixtures in
5. Papers in workshops

None

6. Abstracts

None

7. Development project reports


3. Evaluation of the Performance of Porous Asphalt Pavement, *A Research Report* for the RTG Budget-Joint Research, 2009 (in English)


6. Road Safety Audit of Hazardous Locations on National Highways, *A Research Report* for the Toyota Motor Thailand Co.Ltd., 2008 (in English)

7. Road Safety Audit on Vibhavadi Rangsit Road,” Submitted to Toyota Motor Thailand Co.Ltd., *A Research Report* for the Toyota Motor Thailand Co.Ltd., 2007 (in English)

8. Establishment of Accident Research Program, Thailand Accident Research Center (TARC), *A Research Report* for the Department of Highways, Ministry of Transport, Thailand., 2007 (in Thai and English)


10. Road Safety Audit on Highway Route No.4 Phatthalung-Khao Phappa (B.Nawong) Section, *A Research Report* for the Toyota Motor Thailand Co.Ltd., 2007 (in English)

11. Effect of Pavement Thickness on Superpave Mix Permeability and Density, WHRP 0092-02-14C, Wisconsin Highway Research Program (WHRP), Wisconsin Department of Transportation, 2005 (in English)

12. Evaluation of the Extent of HMA Moisture Damage in Wisconsin as it Relates to Pavement Performance, WHRP 0092-01-03, Wisconsin Highway Research Program (WHRP), Wisconsin Department of Transportation, 2003 (in English)

8. Non-refereed publications

None

9. Patents

None

10. Invited lectures and keynote addresses


3. Thailand Accident Situations and Introduction to Thailand Accident Research Center, Korean-Thai Forum Meeting, Korea, December 2009.

4. Road Safety and Accident Prevention, Chulalongkorn University, December 2009.

5. Road Safety Engineering, Mahidol University, December 2009


7. Pavement Engineering, Maintenance, and Management Workshop, Griffith University, Australia, April 2009.
8. Modeling Injury Mechanism and Accident Reconstruction, the 10th ITS Asia Pacific Forum, Bangkok, Thailand, July 2009.
9. Road Safety Engineering, the JSSO International Student Seminar, August 2009.
10. Road Safety and Accident Prevention, Chulalongkorn University, August 2009.
13. Road Safety Engineering, Mahidol University, December 2008
19. Road Safety Engineering, Mahidol University, December 2007
20. Road Safety Engineering, Mahidol University, December 2006
22. Introduction to Thailand Accident Research Center, TARC Training, October 2006 and January 2007.
24. Hot Mix Asphalt Technology, Naresuan University, Pitsanulok, Thailand, January 2006

11. Total number of citations to the faculty member’s published work, as shown by SCOPUS (excluding self citations).
   26 citations with h index = 3

B. Research in progress

1. Brief descriptions of current projects

   1. Road Safety Watch-Central Region
      Client/Sponsor: ThaiRoads Foundation
      Duration: 1 year
      Budget: 1,826,600 baht
2. Improving Road Traffic Safety in Thailand: A Common Challenge for European and Thai University

Client/Sponsor: European Commission
Duration: 1.5 year
Budget: 8,317,937 baht

2. Brief descriptions of plans for future projects

1. Improvement of Black Spot in SCG Head Office
Client/Sponsor: SCG
Duration: 8 months
Budget: 450,000 baht

2. Roadside Hazard Improvement
Client/Sponsor: Department of Highways
Duration: 1 year
Budget: 15,000,000 baht

C. Research grants and sponsored projects

1. List of proposals submitted.

1. Improvement of Black Spot in SCG Head Office (SCG)
2. Roadside Hazard Improvement (Department of Highways)

2. List of research grants and sponsored projects. For each grant and project. Specify the overhead and faculty time income to the institute.

1. Road Safety Watch-Central Region
   Total Budget: 1,826,600 baht
   Overhead Income: 164,660 baht
   Faculty Recovery Income: 128,413 baht

2. Accident In-Depth Study Training and Workshop
   Total Budget: 96,300 baht
   Overhead Income: 13,147 baht
   Faculty Recovery Income: 19,261 baht
3. Analysis of Accident Cost in Thailand by Willingness-To-Pay Method

Total Budget: 150,000 baht
Overhead Income: 27,432 baht
Faculty Recovery Income: 12,841 baht

4. Road Safety Engineering Training in AIT for HDC Dong Nai team

Total Budget: 280,335 baht
Overhead Income: 35,042 baht
Faculty Recovery Income: 70,627 baht

5. Dual Degree master Program in Transportation Engineering in Indonesia (second batch)

Total Budget: 2,920,000 baht
Overhead Income: 460,122 baht
Faculty Recovery Income: 163,435 baht
Degree Surcharge: 163,435 baht

6. Dual Degree Master Program in Transportation Engineering in Indonesia (first batch)

Total Budget: 3,809,396 baht
Overhead Income: 649,789 baht
Faculty Recovery Income: 239,198 baht
Degree Surcharge: 239,198 baht

7. Road Safety Engineering Training in AIT Bangkok

Total Budget: 79,560 baht
Overhead Income: 13,344 baht
Faculty Recovery Income: 12,841 baht

8. Improving Road Traffic Safety in Thailand: A Common Challenge for European and Thai University

Total Budget: 8,317,937 baht
Overhead Income: 0 baht (AIT contribution)
Faculty Recovery Income: 0 baht (AIT contribution)
9. Evaluation of Drivers' Attitudes on Speed Management Strategies
Total Budget: 150,000 baht
Overhead Income: 25,332 baht
Faculty Recovery Income: 12,841 baht

10. Promotion Cool Pavement to Mitigate the Urban Heat Island Effect in Bangkok
Total Budget: 980,000 baht
Overhead Income: 99,600 baht

11. Knowledge Dissemination to Improve Road Safety for Rural Community
Total Budget: 1,605,000 baht
Overhead Income: 169,639 baht
Faculty Recovery Income: 64,207 baht

12. Road Safety Knowledge Development and Dissemination
Total Budget: 7,860,212 baht
Overhead Income: 1,143,519 baht
Faculty Recovery Income: 192,620 baht

13. Study and Analysis of DOH Pavement Defects
Total Budget: 300,000 baht
Overhead Income: 25,759 baht
Faculty Recovery Income: 64,206 baht

14. Safety Driving Speed
Total Budget: 973,980 baht
Overhead Income: 135,330 baht
Faculty Recovery Income: 64,206 baht

15. Road Safety Audit of Hazardous Locations on National Highways
Total Budget: 1,958,100 baht
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Total Budget</th>
<th>Overhead Income</th>
<th>Faculty Recovery Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>16. Road Safety Audit on Vibhavadi Rangsit Road</td>
<td>729,312 baht</td>
<td>120,140 baht</td>
<td>8,500 baht</td>
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<tr>
<td>17. Road Safety Audit on Petchakasem Rd. Patthalung Province</td>
<td>173,982 baht</td>
<td>29,120 baht</td>
<td>17,000 baht</td>
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<tr>
<td>18. Analysis of School Bus Accident and Study of School Bus Management in Thailand</td>
<td>220,000 baht</td>
<td>40,600 baht</td>
<td>17,000 baht</td>
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<tr>
<td>19. Evaluation of Performance of Porous Asphalt Pavement</td>
<td>765,000 baht</td>
<td>69,000 baht</td>
<td></td>
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<td>20. Accident Research Program, Thailand Accident Research Center (TARC)</td>
<td>14,000,000 baht</td>
<td>1,458,340 baht</td>
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<td>21. Impact of Fatigue and Sleep Deprivation on Driving Performance</td>
<td>600,000 baht</td>
<td>109,726 baht</td>
<td>20,000 baht</td>
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</tbody>
</table>

V. Service/Outreach
A. Professional Service

1. Leadership in policy and program development in professional organizations.

None

2. Participation in organizational responses to policy, practice, or structural issues, which affect the field.

None

3. Significant elective or appointed offices held.

None

4. Organization of training courses, conferences, seminars, and workshops.


5. Editing or serving on advisory boards of journals

None
6. Government or international organization panels, expert witness, reports to government or international agencies


7. Participation in development projects

None

B. Significant institute committee service

1. Field-of-Study/Program
   - Master and Doctoral Thesis Committees

2. School
   - Committee Member/ Faculty Search Panel Committee, 2008
   - Member/ Curriculum Development Team, Civil and Infrastructure Engineering, 2010

3. Institute
   - Committee Member/ Faculty Evaluation Steering Committee (FESC), 2005
   - Committee Member/ Faculty Appointment, Renewal and Promotion Committee (FARPC), 2005
   - Committee Member/ Committee of Judges, Royal Thai Government Joint Research Project, 2005
   - Committee Member/ Committee of Judges, Royal Thai Government Joint Research Project, 2007-2009
   - Committee Member/ Academic Development and Review Committee (ADRC), 2006-2008
   - Member/ AIT Task Force for AIT Center in Indonesia (AITCI), 2008-2009

C. Administrative service

1. Field-of-Study/Program
   - Field Coordinator of Transportation Engineering Field of Study

2. School

3. Institute

D. Promotion and marketing
- Dual Degree Program in Transportation Engineering with Gadjah Mada University and AIT-CI
- Double Degree Program in Civil Engineering with Hokkaido University
- SET Promotion, Thailand, February 2010
- SET Promotion, Myanmar, June 2010

E. Community service

1. Consulting activities


2. Serving on program committees

   2. International Scientific Committee, Eastern Asia Society for Transportation Studies, 2006-Present
   3. Corresponding Committee, Thai Society for Transportation and Traffic Studies, 2006-Present

3. Refereeing of journal articles, books, grant proposals, etc.

   The 3rd International SIIV Congress, 2005
   The International Journal of Road Materials and Pavement Design, 2007
   The 6th International Conference on Road and Airfield Pavement Technology, 2008
   The ASCE Airfield and Highway Conference, 2008
   The Journal of Transportation Engineering, 2008
   The International Journal of Pavement, 2010

4. Serving as external examiner

   - Mr. Gatot Rusbintardjo, PhD student, University Technology Malaysia
Title: Predicting Rutting and Fatigue Cracking of Oil Palm Fruit Ash-Modified Bitumen by using of Dynamic Shear Rheometer analysis
- Mr. Thanakorn Chompoorat, PhD student, Chulalongkorn University
  Title: An Experimental and Numerical Study of Asphaltic Concrete under Tropical Environments
- Mr. Theeraruk Maneenart, Master student, Chulalongkorn University
  Title: Analysis of Minimum Serviceability Level for Asphalt Pavement in Thailand

VI. Ability to Cooperate
1. Joint Research Activity
   Joint research activities with Chulalongkorn University in Pavement Research Area
   Joint research activities with Korean Institute of Construction Technology (KICT) in Warm Mix Asphalt Project
   Support Thai Health Promotion Foundation in developing and disseminate knowledge in road safety research area
2. Interaction with Public and Private Sector
   Interview to Thai-Asian Network (TV program) in 2010
   Interview to Thai news radio in 2009 and 2010
   Joint research with Thai Lube base company in 2009
   Joint research with Department of Highways, Department of Rural Roads, and Thai Health Promotion Foundation in 2009, 2010.

VII. Personal Statement

I joined AIT in Transportation Engineering Field of Study in July 2005. I have gained lots of experience in new areas of research such as advanced road accident analysis and accident investigation and reconstruction. I have combined my expertise (highway and pavement engineering) with the existing research knowledge and resources at TRE/AIT, and further developed my own expertise in this area. Through my achievement in the combination of these specialization areas, my research work has been successfully published for more than 15 publications in well known international journals after I joined TRE.

In addition to the development of my research expertise, I have experienced supervising more than 40 master and doctoral students. After 2006 when I have served as the field coordinator of TRE, the management of the field has strengthened my leadership skills and administrative operations. I believe that the experiences from the past 5 years working at AIT can support me in further development in my career, and I hope to continually contribute to AIT in academic, research and administrative works.
CERTIFICATION: I, the undersigned, certify that, to the best of my knowledge and belief, these biodata correctly describe myself, my qualifications and my experience. I understand that any willful misstatement described herein may lead to my disqualification.

SIGNATURE: _______________________________________________________

DATE: _______________________________________________________ Day / Month / Year

Appendix: Financial Productivity
(For AIT internal use only)

For each year since the last contract renewal, show:

1. the revenue generated from teaching and from student research supervision. This is to be calculated by multiplying the enrollment by the number of credit hours by the fee per credit hour.
2. the revenue generated from overhead to the Institute from sponsored projects, training, and consultancy. For projects with multiple PIs, the overhead should be divided by the number of PIs.

<table>
<thead>
<tr>
<th>Year</th>
<th>Education (Average Net) in Baht</th>
<th>Project (Net PI Total) in Baht</th>
</tr>
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<tbody>
<tr>
<td>2010</td>
<td>3,577,854</td>
<td>273,042</td>
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<tr>
<td>2009</td>
<td>2,108,981</td>
<td>455,558</td>
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<td>2008</td>
<td>2,739,008</td>
<td>215,742</td>
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<td>2007</td>
<td>3,164,040</td>
<td>1,217,699</td>
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<td>2006</td>
<td>2,555,437</td>
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<td>2005</td>
<td>1,081,752</td>
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</table>
TITLE: FACULTY EVALUATION CRITERIA

I. PURPOSE

1. To set forth the evaluation criteria for faculty evaluation and the conditions and qualifications for appointment and promotion to the various ranks.

2. The evaluation process at AIT serves the purposes of advising the Institute on the suitability of candidates for promotion and contract renewal and of providing feedback to the candidate on his/her performance in research, pedagogy, and service. The Institute uses the evaluation process to encourage and reward academic excellence and to rectify mediocrity and marginal contribution in a fair and constructive manner.

II. CONDITIONS AND QUALIFICATIONS FOR APPOINTMENT AND PROMOTION

A. Instructor

1. Minimum normal qualifications for appointment as an Instructor are a master degree and two years experience in the professional field of specialization or a bachelor degree and ten years work experience, with several years at a leadership or advanced technical level.

2. An Instructor is appointed to the faculty of the Institute in order to participate in the educational and research programs of the Institute. An Instructor will be expected to teach general courses, including those in laboratories, to advise students and to serve as a member of master degree student program committees. An Instructor may not, however, serve as Chairperson of a student program committee.

B. Professorial Ranks

1. An earned doctoral degree from a reputable institution is required for all professorial ranks.
2. The three ranks can be thought of as a continuum of performance from potential to actual – potential at the Assistant Professor level to actual at the Professor level.

3. Assistant Professor
   
i. A member of faculty is appointed to the rank of Assistant Professor if there is promise of his/her development toward the rank of Associate Professor. A strong academic record should be present and there should be a clear indication that he/she has the aptitudes of a successful faculty member and will grow in stature and eventually qualify for the rank of Associate Professor. A candidate for this rank must show promise of successful research and scholarship. Publications resulting from his/her doctoral dissertation may be accepted as evidence of such promise.

   ii. A faculty member may not serve more than eight years at the rank of Assistant Professor.

4. Associate Professor
   
i. An Associate Professor should demonstrate mature and independent scholarship. Research and pedagogy should indicate creativity, significance and effectiveness. It should be emphasized that in all cases the candidate for promotion must have publications in internationally recognized refereed journals of high stature or have published one or more textbooks with a leading press. The required number of publications shall be a function of their quality and significance.

5. Professor
   
i. The rank of Professor at AIT is given only to those having made significant internationally recognized contributions in research, pedagogy, or their profession and who have demonstrated leadership in the Institute, their profession, or their field. Candidates to this rank must demonstrate that their research, pedagogical, or professional contributions have had a significant impact on the advancement of knowledge. Isolated contributions are not sufficient; rather candidates must show evidence of significant sustained contribution.

III. EVALUATION CRITERIA

1. Candidates for promotion and contract renewal are evaluated in the three broad areas of research, pedagogy, and service. To be considered for promotion, a faculty member must demonstrate competence and professional
accomplishments in all three areas and must excel in at least one of pedagogy, research, or service to the candidate’s profession.

2. In all three areas, AIT attaches great significance to the ability to co-operate. This includes the capacity to work jointly with colleagues. In this regard, it is important for faculty members to be present on campus for a sufficient amount of time each week to allow for interaction with colleagues. A faculty member may also show ability to cooperate in interaction with the public and private sectors.

3. In addition, the financial well being of the Institute demands that each faculty member contribute sufficiently to generation of revenue. This is primarily in the form of tuition from teaching and overhead from sponsored projects, including research, training, and consulting.

A. Research

In general, quality is more important than quantity, although there must be sufficient quantity to provide evidence of a significant level of scholarly productivity. Several factors serve as measures of the quality of a scholarly record.

a) The impact of research can be measured by the number of citations to a candidate’s published work.

b) The quality of the journals in which the individual publishes can be measured by the impact factors of the journals. For books the quality of the publisher is an important factor.

c) An important measure of the significance of research comes in the form of comments from external evaluators who are internationally recognized scholars in the candidates’ field. External evaluators play a key role by providing a degree of objectivity, independent of any institutional, political, or financial factors, and expert assessment of the significance and impact of a faculty member’s work.

d) Outside funding of research from prestigious foundations and institutes can be viewed as a significant part of the research record, depending on the relative size of the grant and the significance of the questions posed.

e) The composition of the portfolio of published works also matters. A collection of good but unconnected articles may not produce the same sense of impact that a set of articles advancing a coherent line of scholarship would. It is not unprecedented, though, for faculty to shift scholarly areas of focus. The personal statement provided by the candidate is therefore a very important guide to the significance of each scholarly piece and their connection to each other.
f) Another issue is the connection of published work to the dissertation. Highly regarded articles from the dissertation do count, but not as much as highly regarded articles reflecting scholarship beyond the dissertation.

g) The scholarly record should provide clear evidence of independent thinking and research. Thus, although many junior scholars continue to do some collaborative work with a former Ph.D. or postdoctoral advisor, it is important to establish a record of growing independence from former advisors.

h) Invitations to talk at other universities and prestigious events add to the scholarly record but generally play a relatively minor role independent of other measures of the scholarly record.

i) AIT values the ability to collaborate, so coauthored articles are an important factor. It is, however, necessary to identify the contributions of the candidate to these articles. A significant portion of the overall research record should include articles and works to which the candidate has made the primary conceptual contributions.

B. Pedagogy

Pedagogy includes teaching, student research supervision, pedagogical development, and publications of a pedagogical nature.

The following factors are considered in evaluation of pedagogical performance:

a) Teaching effectiveness. In the area of teaching, the candidate should demonstrate mastery of knowledge in the areas taught, competency in organization and presentation of course materials, conscientiousness and fairness in relationships with students, skill in instruction, and commitment to developing better approaches to teaching.

b) Teaching load. This includes the number of courses taught and their enrollments.

c) Student research. The number and quality of student research study projects, theses, and dissertations supervised.

d) Student course evaluations. At a minimum, candidates are expected to have numeric scores above 3.0 on the typical 5-point scale. Special interest is placed on evaluations of the instructor’s contribution to the class, the overall quality of the class, and, especially, the amount students learned.

e) Peer teaching evaluations. It is best if the file includes peer reviews from several different faculty colleagues. Especially in cases of
interdisciplinary courses, it may be useful to have peer reviews by faculty in different disciplines.

f) Courses co-taught with other instructors from either within or outside AIT.

g) Mentoring record. A very important part of our teaching responsibilities takes place outside of any specific course. The advising of students is a significant contribution to the teaching mission of the Institute.

h) Initiation and participation in curriculum development (e.g. new courses, new programs, flexible degree programs).

i) Effectiveness in the development and use of innovative methods in teaching.

j) Publications of a pedagogical nature (e.g. textbooks, articles on pedagogical techniques).

k) Formal personal pedagogical development. This includes participation in workshops and short courses on pedagogy.

l) Personal statement. The personal statement should be used to explain the overall teaching record and the steps taken to improve the quality of teaching in response to feedback.

C. Service

Communities thrive when all members contribute to the common good. Thus we expect that candidates will have been involved in the life of the Institute, of the local and regional community, and of their professional associations.

a) Professional Service. Impact on and acceptance in the profession as measured by dissemination in scholarly and professional journals. Leadership in policy and program development in professional organizations. Participation in organizational responses to policy, practice, or structural issues, which affect the field. Holding significant elective or appointed offices. Receipt of awards or citations for professional contributions. Organization of training courses, conferences, seminars, and workshops.

b) Community Service. Serving on program committees. Consulting activities. Refereeing of journal articles, books, grant proposals, etc. Serving as external examiner.

c) Institute Service. Committee service. Administrative service. Promotion and marketing.
IV. CRITERIA FOR CONTRACT RENEWAL

Contract renewal requires a continued level of performance consistent with that required for promotion to the faculty member’s current rank. In addition, each faculty member is expected to have generated sufficient revenue over the previous contract period to at least equal his/her salary cost over that period. This includes revenue from teaching and overhead from sponsored projects, including research, training, and consulting.

Modification History:

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<th>Revision</th>
<th>Reviewed By:</th>
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<td>1st</td>
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<td>2nd</td>
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</table>

Related Policies

- PA-1-1-1 – Employment of Faculty: General Work Regulations
- PA-1-2-1 – Procedure for Recruitment and Appointment of Direct-Hire Faculty
- PA-1-2-2 – Procedure for Evaluation of Faculty for Promotion
- PA-1-2-3 – Procedure for Evaluation of Faculty for Contract Renewal

Keywords

Rationale for Revisions:
TITLE: PROCEDURE FOR EVALUATION OF FACULTY FOR PROMOTION

I. PURPOSE

To set forth the procedures for evaluation of faculty for promotion.

II. PROCEDURE

1. Twice per year the Faculty Evaluation Panel (FEP) (see PA-1-2-4 for the panel’s Terms of Reference) issues a call for applications for promotion to all faculty members.

2. The processing of each promotion case is initiated within the school in which the faculty member holds his/her primary appointment. Faculty members wishing to be considered for promotion must submit a letter and all required documentation to the Dean, with a copy of the letter sent to the Vice President for Academic Affairs (VPAA), within four weeks of the call for applications. The Dean may nominate faculty members deemed qualified for promotion to the VPAA. The nominated faculty member would still be responsible for all required documentation.

3. All promotion cases within the school are handled by a standing School Promotions Committee consisting of all faculty members holding the rank of Professor with primary appointment in that school. The committee is chaired by the Dean.

4. The faculty members of the evaluated faculty member’s thematic area (including faculty members familiar with the academic contribution of the evaluated faculty) are requested to provide their assessment of the candidate and the Dean collects and summarizes the individual assessments for presentation to the Promotions Committee.

5. The school conducts an assessment to determine whether the strengths of the case warrant soliciting external evaluations. The School Promotions Committee shall meet and issue a recommendation within four months after receiving the complete required documentation from the faculty members wishing to be considered for promotion. A positive recommendation requires a positive vote from a simple majority of the committee members present.
i). Upon positive recommendation, the case, with all current documentation, is transmitted to the VPAA in order to obtain external evaluations. The School Promotions Committee is responsible for the organization, accuracy and completeness of all materials submitted.

ii). Upon negative recommendation, the Dean communicates the result to the candidate, along with specific recommendations that will help the candidate progress towards promotion.

6. Upon receiving a positive recommendation from the School for promotion cases to the rank of Professor, the VPAA will solicit written evaluations from external experts. *(See Section IV and Annex I below for specification of the number of evaluations required and the content of the letter soliciting the evaluations.)*

7. Once all external letters of evaluation are received, the VPAA schedules the cases for promotion to the rank of Professor to be considered at the next available FEP meeting and informs the School Dean, as well as the School’s representative for the case. Cases for promotion to the rank of Professor shall be heard only by the FEP members holding the rank of Professor.

8. Upon receiving a positive recommendation from the School for cases for promotion to the rank of Associate Professor, the VPAA schedules the case to be considered at the next available FEP meeting and informs the School Dean, as well as the School’s representative for the case.

9. At the hearing, the case is presented to the FEP by the chosen representative. After a period of discussion with the representative, the FEP goes into closed session, debates the merits of the case, and votes on the case. A case must receive a positive vote from 2/3 of the committee members present and eligible to vote on that case in order to pass. The FEP writes a summary of its recommendation, discussing the strengths and weaknesses of the case and justifying its decision. In the case of a split vote, a report prepared by the panel members holding a minority point of view may also be included. The FEP shall issue a recommendation within two months after receiving the School Promotions Committee’s recommendation.

i). In the case of a negative recommendation, the VPAA communicates the result to the candidate along with specific recommendations that will help the candidate progress towards promotion, with copies furnished to the School Dean and the President.

ii). In the case of a positive recommendation, the panel’s recommendation along with all case documents are transmitted to the President for his/her consideration, with a copy furnished to the School Dean.

10. In the case of negative action by the President, the VPAA and School Dean are informed by the President’s Office. The President’s Office issues a letter informing the candidate along with specific recommendations that will help move the candidate closer to promotion.
11. In the case of positive action by the President for promotion to the rank of Associate Professor, the President’s Office informs the VPAA and the School Dean and issues a letter to the candidate.

12. In the case of positive action by the President for promotion to the rank of Professor, the President’s decision along with all case documents are transmitted to the Executive Committee of the Board of Trustees for their consideration.

13. In the case of positive action by the Executive Committee, the President’s Office informs the VPAA and the School Dean and issues a letter to the candidate.

14. In the case of negative action by the Executive Committee, the VPAA and School Dean are informed by the President’s Office. The President’s Office sends a letter informing the candidate along with specific recommendations that will help the candidate progress towards promotion.

III. COMMUNICATION WITH THE CANDIDATE AND CAMPUS COMMUNITY

1. In the case of negative recommendation or action at any point in the promotion process, the Dean shall provide the candidate with a summary of the institute and/or school decision and with specific recommendations that will help move the faculty member closer to promotion. The recommendations should point out areas of strength, identify areas requiring further development, and recommend strategies for achieving the needed improvement.

2. In the case of conclusive positive action on a promotion case, the candidate’s curriculum vitae, as submitted for evaluation, shall be posted on the FEP web page. CVs will be Internet-published, while the anonymous external evaluations will be Intranet-published.

IV. EXTERNAL EVALUATION

1. External evaluations will not be solicited for Assistant Professors considered for promotion to the rank of Associate Professor. (See Section V on Appeals below.)

2. For promotion or appointment to the rank of Professor, letters from at least five external evaluators are required.

3. The choice of external evaluators and all communication with them is the responsibility of the VPAA.

4. The packet sent to the external evaluators should include the candidate’s curriculum vitae in the standard format (see PA-1-2-6 Format for the...
V. APPEALS

Faculty candidates who feel that their case was not given fair treatment have the right to appeal the decision. Appeals must be made in writing within 30 days of notification of the decision. In the appeals hearing, all concerned parties (Faculty Evaluation Panel; School Promotions Committee) should have representation.

1. Appeal of a negative decision at the school level is made to the VPAA who shall schedule the case to be considered by the FEP.

2. Appeal of a negative decision by the FEP is made to the President.

In the case of an appeal, external evaluations from at least three external evaluators may be solicited for Assistant Professors considered for promotion to the rank of Associate Professor.

VI. RE-APPLICATIONS

1. In case of internal rejection (either by the Dean/School Promotions Committee or by the VPAA/Faculty Evaluations Panel), the applicant can only resubmit his/her application after a lapse of one year from the date of rejection.

2. In case of negative recommendations by external reviewers, the applicant can resubmit his/her application after a lapse of two years from the date of rejection.
Implementation Date: 1 September 2011

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<tr>
<td>1st Revision</td>
<td>27 July 2006</td>
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<tr>
<td>Reviewed By:</td>
<td>VPAA; Academic Senate; Decision Meeting</td>
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<tr>
<td>2nd Revision</td>
<td>23 August 2006</td>
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<tr>
<td>3rd Revision</td>
<td>19 January 2007</td>
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<td>4th Revision</td>
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Related Policies

- PA-1-1-1 – Employment of Faculty: General Work Regulations
- PA-1-2-4 – Institute Faculty Evaluation Panel Terms of Reference
- PA-1-2-6 – Faculty Evaluation Guidelines
- PA-1-2-6 – Format for the Promotion and Contract Renewal Document

Keywords

- Establishment and refinement of procedures
  
  *(7 June 2011, AITMT)*

- Timeframe for School Promotions Committee and Faculty Evaluation Panel’s issuance of recommendations.
- Publication of CVs and external evaluations.
- Re-submission of applications.

*(6 July 2011, AITMT)*

Rationale for Revisions:

- New school management structure *(with effect from 1 September 2011)*.
- Extension of application period.
- Nomination of qualified faculty.
- School’s full assessment at the onset.
- No external evaluations for Assistant Professors considered for promotion to the rank of Associate Professor (but may be solicited in the case of appeals).
- Representation in appeals hearing.
Annex 1

COVER LETTER TO EXTERNAL EVALUATORS

Dear Professor ________:

Dr. ________ is being considered for promotion to professor in the _____ program in the School of ____. The institute faculty evaluation panel seeks your confidential evaluation of the materials Dr. ________ has submitted for consideration, and your conclusion as to whether these materials establish a record of (a) research, scholarship, and professional activities, (b) pedagogical qualifications, and (c) service that warrants promotion to this rank at an institution of AIT’s caliber. I am forwarding to you the materials submitted for review. Please use these materials as the basis for your evaluation and conclusion. Please note that this is a request for evaluation, not a request for endorsement or recommendation. As such, the use of superlatives without analysis or mention of specific indicators that support such assessments will not be helpful in our deliberations. We would particularly value your assessment of the quality and originality of Dr. ______’s work and the impact it has had on the field. A copy of our criteria for promotion is enclosed to aid you in your assessment.

In your response, we also ask that you indicate the nature and length of your acquaintance with Dr. ________.

For our reference we ask that you please provide us with a brief resume so that committee members may become better acquainted with your own background.

External reviews are an integral and critical part of the review process for promotion at AIT. We recognize the burden this request entails and sincerely thank you for your willingness to undertake such a time-consuming task.

Sincerely,

Vice President for Academic Affairs

Enclosures: Institute criteria for promotion
Institute procedure for promotion
materials forwarded for review