Clark Civility Index for Faculty©


The Clark Civility Index for Faculty © used herein is copyrighted property of Dr. Cynthia Clark. This material should not be reproduced in any form without Dr. Clark’s expressed written permission.

To complete the index, consider the 20 statements listed below. Read each statement carefully. Using a scale of 1-5; (5) always, (4) usually, (3) sometimes, (2) rarely, (1) never, select the response that most accurately represents the frequency of each behavior by asking yourself...

Ask yourself, how often do I: (1) Never (2) Rarely (3) Sometimes (4) Usually (5) Always

1. Regard students as adult learners and expect them to succeed 1 2 3 4 5
2. Role model civility, professionalism, and respectful discourse 1 2 3 4 5
3. Believe students add value and meaning to the educational experience 1 2 3 4 5
4. Communicate respectfully (by e-mail, telephone, face-to-face) and really listen 1 2 3 4 5
5. Avoid gossip and making sarcastic or demeaning comments about students 1 2 3 4 5
6. Come to class prepared and use evidence-based teaching/learning strategies 1 2 3 4 5
7. Use respectful language (avoid racial, ethnic, sexual, gender, religiously biased terms) 1 2 3 4 5
8. Encourage other faculty to observe and provide feedback on my teaching methods 1 2 3 4 5
9. Co-create and abide by classroom and clinical norms 1 2 3 4 5
10. Address disruptive student behaviors and promote a safe, civil learning environment 1 2 3 4 5
11. Take personal responsibility and stand accountable for my actions 1 2 3 4 5
12. Avoid reprimanding the entire class for one student’s misbehavior 1 2 3 4 5
13. Utilize objective grading criteria and assignment rubrics 1 2 3 4 5
14. Avoid exerting superiority or position over students (threatening to fail them) 1 2 3 4 5
15. Keep office hours, return e-mails and maintain availability outside of class 1 2 3 4 5
16. Uphold the vision, mission, and values of my organization 1 2 3 4 5
17. Listen to and incorporate constructive feedback from students 1 2 3 4 5
18. Demonstrate an openness to other points of view 1 2 3 4 5
19. Include, welcome, encourage, and mentor students 1 2 3 4 5
20. Apologize and mean it when the situation calls for it 1 2 3 4 5

Scoring the Civility Index: Add up the number of 1-5 responses to determine your ‘civility’ score

90-100—Very civil
80-89—Civil
70-79—Moderately civil
60-69—Mildly civil
50-59—Uncivil
Less than 50—Very uncivil