

## **DEPARTMENT OF EDUCATION POLICY STUDIES PROMOTION AND TENURE CRITERIA**

This statement is intended to supplement existing statements of University and College of Education policy relative to advancement to tenure and promotion.

### **I. Department Committee on Promotion and Tenure**

The Committee will be composed of seven tenured faculty members: Two members elected by each Program (at least one of the two at full professor rank), and one Department At-Large member (associate or full professor) appointed by the Department Head. The Committee will serve to review faculty and recommend action on promotion and tenure with only faculty of higher rank than the candidate voting on promotion. Persons serving on the Committee will be elected by the respective Program faculty and appointed by the Department Head. Program representatives are to serve three-year terms with at least one member being retained each year.

### **II. Committee Function**

The Department Committee should formulate and advance to the Department Head its recommendations utilizing basically the materials provided. The Committee on its own initiative may seek augmenting information relative to the faculty member and to its recommended action. All such compiled additional information should be made known to and approved by the candidate and the Department Head.

### **III. Progress Toward an Advancement to Tenure**

In performing the second, fourth, and sixth year reviews of faculty for tenure, evidence should be presented of reasonable progress toward promotion to the next rank.

### **IV. Advancement to Associate Professor**

Each candidate will be assessed on the following criteria for advancement to associate professor

- A. **The Scholarship of Teaching and Learning.** Student evaluation as a teacher should be consistently high. Teaching effectiveness should be judged on the basis of periodic peer observation and evaluation of the candidate's instructional work. Evaluation will be made of the effectiveness of the faculty member as a graduate advisor and as a member of master's or doctoral committees.
- B. **The Scholarship of Research and Creative Accomplishments.** A record of substantial intellectual achievement is essential for consideration in advancement to associate professor rank. Research competence should be demonstrated by involvement in a recognized line of research for at least a three-year period. There should be evidence of a consistent publication record and participation in professional activities. Scholarship is a category that reveals the candidate's continued growth in his/her discipline. Evidence can be drawn from curricular development, research, and professional activities such as the following: new courses and course development, participation in professional conference and meetings, presentations of papers and speaking engagements, officership in professional organizations, and other activities in which there is use of the candidate's expertise.
- C. **Service and the Scholarship of Service to the University, Society, and the Profession.** Service to the University as evidenced by significant work with state or national agencies, University, college or departmental committees or in continuing education.

**V. Advancement to Professor**

Candidates for professor should exhibit a strong record in teaching, research, and service. Candidates will provide evidence of genuine distinction in teaching and research.

The following paragraphs are intended to describe the successful candidate.

- A. **The Scholarship of Teaching and Learning.** Student evaluation as a teacher should be consistently high. Teaching effectiveness should be judged on the basis of periodic peer observation and evaluation of the candidate's instructional work. The development of new courses could be offered as evidence of creative teaching.
  - B. **The Scholarship of Research and Creative Accomplishments.** Research competence can be evidenced by a line of funded or unfunded research, but should be recognized by prominent researchers in the professor's own area in other institutions. The quality of scholarship should be supported by a consistent record of professional publications in the form of journal articles, books, monographs, reports for national or international agencies, and papers delivered at national professional meetings. Scholarship is a category that reveals the candidate's continued growth in his/her discipline. Evidence can be drawn from curricular development, research, and professional activities such as the following: new courses and course development, participation in professional conferences and meetings, presentations of papers and speaking engagements, officership in professional organizations, and other activities in which there is use of the candidate's expertise. Significant leadership at the state or national levels must be demonstrated by recognition and knowledge about the work of the candidate by appropriately determined officials and professional leaders in other educational institutions.
  - C. **Service and the Scholarship of Service to the University, Society, and the Profession.** Service to the University as evidenced by consistent involvement and leadership in work with school districts, state or national education agencies, University, college or departmental committees, or continuing education. Membership and activity in national professional organizations must be exhibited.
- VI.** In applying the above criteria for all tenure and promotion recommendations, the Committee will justify any judgments which are exceptions to the above criteria.