

College Clarifications

Consistent with the University's criteria, the College of Liberal Arts and Sciences recognizes that the granting of promotion and tenure is based on a faculty member's performance of duties and responsibilities in the three broad categories of research, teaching, and service.

Successful candidates for tenure and/or promotion must demonstrate distinction in the performance of their assigned duties. **Distinction is defined by the College of Liberal Arts and Sciences as an excellent and sustained record commensurate with the academic standards of top-tier research universities.** The determination of whether a candidate has achieved distinction in any category of activity is based on information that includes, but is not limited to, productivity, innovation, creativity, and contributions to student education, the unit(s), the college, the university, and the profession.

General guidelines for identifying distinction in research, teaching, and service:

RESEARCH. Identification of distinction in research and scholarship is based on a faculty member's accomplishments as documented in the dossier and on the internal and external evaluation of that record in the context of expectations for research productivity and quality at top-tier research universities. There must be evidence of a significant and creative body of work in the candidate's field of research that is commensurate with the faculty rank and/or tenure status to which the candidate aspires. In addition, there must be evidence of continuing intellectual growth, innovation, and productivity. The expectations and assessment of research productivity and quality vary by discipline, as specified by individual units' published clarifications.

TEACHING. Distinction in teaching is demonstrated through evidence of a sustained and successful commitment to excellence in instruction, mentoring, and other instructional activities as documented in the dossier through the teaching statement, student teaching evaluations, faculty peer evaluations, instructional materials, and other pertinent information.

SERVICE. Distinction in service is demonstrated through evidence in the dossier of significant service contributions to the needs of the unit, college, university, profession, and other constituencies, as appropriate for the faculty member's discipline, assignments, and rank.

Specific clarifications pertaining to promotion for tenure-track and non-tenure-track faculty members:

FOR TENURE-TRACK FACULTY MEMBERS, promotion requires distinction in two of the three categories of research, teaching, and service.

For promotion from assistant professor to associate professor, distinction must be achieved in research and teaching. For research, there should be evidence of an emerging national reputation for significant contributions to the candidate's scholarly field.

A candidate who shows distinction in research and teaching is also expected to make a positive, sustained contribution to the unit, college, university, and profession through service, as appropriate for the current rank and service assignments.

For promotion from associate professor to professor, distinction is normally required in the areas of research and teaching. In the category of research, an established national and international reputation and sustained high impact scholarship are required. In the category of teaching, there should be evidence of achievements beyond those required for the lower rank as specified in individual units' published clarifications. A candidate who shows distinction in research and teaching is also expected to make a positive, sustained contribution to the unit, college, university, and profession through service.

FOR NON-TENURE-TRACK FACULTY MEMBERS, promotion to the rank of Senior Lecturer, Clinical Associate Professor, Associate Scientist, Associate In, and analogous titles requires distinction in two of the three categories of research, teaching, and service. However, when a faculty member's assignment is exclusively in one category, distinction must be demonstrated in this category alone. In all cases, distinction should be in the categories that most accurately reflect assigned duties with due consideration of proportional effort.

For promotion to a rank of Master Lecturer, Clinical Professor, Scientist, Senior Associate In, or analogous titles, distinction of a higher order than that required for the lower rank must be demonstrated in terms of quantity and quality of achievements and an institutional and/or national impact. The types of achievements and activities that might satisfy this requirement vary by discipline, as specified by individual units' published clarifications.

University Criteria

The University's criteria for granting tenure, promotion, or permanent status shall be relevant to the faculty member's assignment and to their performance of the duties and responsibilities expected of a member of the university community. These criteria recognize three broad categories of academic engagement:

- (A) Teaching – Instruction, including in person classroom teaching, online/distance/executive/continuing education/laboratory/field/ clinical/performance instruction, direction of theses and dissertations, and extension education programs.
- (B) Research – Research or other scholarship and creative activities. Reminder: All tenure track faculty must have a minimum of 10 percent of their time assigned to research.
- (C) Service – Public and professional.

Each faculty member shall be given assignments that provide equitable opportunities, in relation to other faculty members in the same department, to meet the required criteria for promotion, tenure, and permanent status. Extension contributions in academic service may be inclusive of the three broad categories described above.

In most cases, tenure and promotion require “distinction” in at least two areas, teaching and research, unless the faculty member has an assignment that primarily reflects other responsibilities, such as the Cooperative Extension Service or a clinical assignment. Merit should be regarded more important than variety of activity. “Distinction” is defined by the University and clarified by each college and department in terms tailored to the college and department disciplines consistent with University standards.