



Appointment, Reappointment, Promotion, and the Granting of Tenure in the Regular Title Series

Major Topics

[Areas of Activity](#)

[General Criteria for Ranks](#)

I. Areas of Activity

- A. Four areas of activity are important in the evaluation of faculty for appointment, and promotion in the Regular Title Series: (1) instruction, including both formal classroom teaching activities and other activities that influence students' growth; (2) research or other creative activity; (3) professional status and activity; and (4) University and public service.
- B. Since all appointment, reappointment, promotion, and tenure actions shall be decided on the basis of merit, the following detailed statements regarding each of these areas will serve as a guide to evaluators who review the accomplishments of a faculty employee. Additional University-level elaboration on the nature of the activities in these areas is in AR 3:8. The educational unit faculty may also develop statements describing the evidences of activity in instruction, research and service that are appropriate to their field(s) for use in guiding evaluations for promotion and tenure. If developed and approved by the educational unit faculty, those statements must be submitted by the department chair, graduate center director, school director (when the school does not contain departments), or the Dean in a college without departments or schools (referred to hereafter as the "educational unit administrator") to the dean for review and final approval before the statements are made operative in the educational unit. Revisions to an educational unit's statements, upon approval of the educational unit faculty, must also be submitted by the educational unit administrator to the dean for review and final approval. (GR Part VII, section A.6(c))
1. Instruction and Student Relations
 - (a) Markedly superior teaching and advising are distinct values and shall be recognized in appointment, reappointment, promotion, and the granting of tenure. Recognition also shall be given to a faculty employee's contribution to student welfare through service on student-faculty committees or as an advisor to student organizations or other instructional activities enumerated in the Teaching Portfolio. (AR 3:10) Teaching, advising, and other instructional activities must be documented through the Teaching Portfolio.
 - (b) Objective evidence of the quality of teaching shall be included in the final dossier. Such evidence shall include: evaluations by students and, if available, graduates; and may include

reports by colleagues qualified in the field, and when appropriate, the subsequent accomplishments of graduates whose major work has been supervised by the individual under consideration

- (c) Colleges shall evaluate the quality as well as the quantity of academic advising done by each faculty employee. The results of this evaluation shall be considered in the annual performance review, the tenure progress reviews and in the decisions concerning reappointment, promotion, and the granting of tenure of each faculty employee.

2. Research or Other Creative Activity

The individual under consideration shall show evidence of continuing research or other creative activity in the particular field of assignment. Publication in the form considered appropriate for the field will constitute this evidence. In certain creative activities, "publication" may be achieved in modes different from those of the sciences and the book-based disciplines. Evaluation of the quality of such publication is imperative, and specialists in the field from both inside and outside the University shall be called upon to attest to the value of the individual's research. Since certain types of research or creative work require a longer period of development before publication than do others, evaluation also shall be made of work in progress, particularly in cases where reappointment, promotion, and the granting of tenure is involved.

3. Professional Status and Activity

The demonstration that the abilities of the individual under consideration are recognized outside the University by the candidate's profession is important in evaluation. Furthermore, service to one's profession is valued work. Such recognition and professional service must be weighted according to rank. Obviously, a candidate for the lowest rank will not be likely to have achieved wide professional recognition or engaged in much service to a profession. There are many ways in which extramural recognition may be evidenced and service documented, and those entrusted with evaluation will use the kind of evidences appropriate to the candidate's field. Qualitative rather than quantitative judgments are of primary importance.

4. University and Public Service

- (a) Effective participation in activities appropriate to the formation of educational policy and faculty governance and effective performance of administrative duties shall be taken into consideration in the evaluative process. A service component is an integral part of a faculty employee's obligation to the University.
- (b) Service to the community, state, and nation also shall be recognized as positive evidence for promotion, provided that this service emanates from the special competence of the individual in an assigned field and is an extension of the individual's role as a scholar-teacher. Patient care is recognized as a special competence in an assigned field and is an integral part of the service component. Public service unrelated to the individual's role as a scholar-teacher does not constitute evidence for appointment, reappointment, promotion, and the granting of tenure, or salary increase.

II. Balance of Intellectual Attainment

A major consideration in any appointment, reappointment, promotion, or the granting of tenure is superior achievement in the various activities discussed in the preceding paragraphs. While the proportion of these activities may vary in terms of the individual's assignments and specialty, it shall be recognized that superior intellectual attainment is evidenced both by the quality of the individual's teaching and the quality of the individual's research or other creative activity. Ideally, individuals selected for tenure should demonstrate

superiority in all of the major criteria discussed here and, while special circumstances may cause the weight of emphasis on each to vary, care shall be taken to ensure that outstanding performance in a single activity does not obliterate the other factors that should be considered in evaluating academic excellence.

III. General Criteria for Ranks

Although it is impossible to specify the exact criteria for judging an appointment, reappointment or promotion to any one particular rank, the following general statements are guides for evaluators.

A. Assistant Professor

To qualify for appointment, reappointment or promotion to Assistant Professor, a candidate shall hold the terminal degree appropriate to the field of assignment and present evidence of capacities for good instruction, research or other creative activity, and service and a potential for significant growth in these areas.

B. Associate Professor

To qualify for appointment, reappointment or promotion to Associate Professor, a candidate must meet the qualifications of Assistant Professor and provide evidence of continuous improvement and contribution in instruction, and research or other creative activity, and service. Furthermore, the individual shall have earned some regional recognition for excellence appropriate to the field of assignment.

C. Professor

To qualify for appointment or promotion to Professor, a candidate must meet the qualifications of Associate Professor, and demonstrate that, in the opinion of colleagues, the individual is outstanding in instruction, research or other creative activity and service. In addition, the candidate will have earned national and, perhaps, international recognition in research or other creative activity. It is further stressed that this rank is recognition of attainment rather than of length of service.

IV. Applicability

This regulation is applicable to faculty employees appointed in the Regular Title Series prior to January 1, 2000.

V. References and Related Materials

Administrative Regulations: 3:8 Faculty Workload Policy Statement; 3:10 Policies for Faculty Performance Review, 3:11 Tenured Faculty Review and Development Policy

Revision History

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For questions, contact: [Office of Legal Counsel](#)