

Proposed Promotion Criteria Language for Section 7

University Faculty Affairs Committee (UFAC), November 2025

Melissa Wells, Chair (Associate Professor, Education; New COE representative)
Brad Lamphere, Secretary (Associate Professor, Biological Science; at-large representative)
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Rationale

At the end of AY 2024-2025, UFC asked UFAC to formulate recommendations for promotion and tenure (P&T) policies that would account for the academic reorganization that took effect in AY 2025-2026. This charge included adding more details to Section 7 of the *Faculty Handbook* in anticipation of rehousing the information and documentation currently housed in Appendices I, J, and K. Feedback on the proposed “subcommittee” university-wide promotion and tenure committee model indicated that having criteria established prior to voting on this committee model would be beneficial.

UFAC constructed the proposed criteria included later in this document based on the current language in Appendices I, J, and K, as well as the current language in Section 6 (focused on annual evaluation process). These proposed criteria would be added to Section 7 regardless of the ultimate structure of the promotion and tenure committee (i.e., college vs. university level). Individual departments and/or colleges (depending on the promotion and tenure committee model to be established in the coming months) would create guidelines for how these criteria may be met within their specific academic discipline.

There will be future revisions made to Section 7 to align it with the outcome of a vote on a university-wide promotion and tenure model to be held in the coming months, but the first priority is updating criteria language. According to § 1.11.1, changes to Sections 1-7 may “be approved formally by a majority vote in a meeting of the University Faculty Council.” Therefore, a future UFC vote would be held to accept the proposed language. If there are no major concerns or suggestions raised at the October 22 UFC meeting, a vote could occur at this time; otherwise, additional changes would be made, brought back to UFC, and a vote would be held at a future meeting.

Solicitation of Feedback on Proposed Language

UFAC requested that individual full-time faculty review the proposed language below and discuss with their departments/units during their October meetings. Feedback was noted by each department's/unit's UFC representative, who shared their constituents' feedback at the October 22 UFC meeting. Appendix A contains a redlined version to showcase changes made to the proposed language below based on feedback received at the UFC meeting.

Proposed Criteria Language

1. A deletion, some additions, and minor edits are marked in § 7.3:

7.3 INDIVIDUAL CRITERIA FOR PROMOTION AND/OR TENURE Faculty performance is evaluated in three areas of endeavor: teaching; scholarly, creative, and professional activity; and service to the department, the college, ~~and~~ the University, and the profession. The first area, teaching, is preeminently important. However, successful candidates for promotion and/or tenure must meet the criteria in all three areas. Renewable term ranks are eligible for promotion from lecturer to senior lecturer, and tenure-track ranks are eligible for promotion and/or tenure (i.e., associate professor and full professor). ~~Each college at the University has its own set of promotion criteria that will be applied in individual promotion cases. For the College of Arts and Sciences promotion criteria, see Appendix I; for the College of Business promotion criteria, see Appendix J; and for the College of Education promotion criteria, see Appendix K.~~ The candidate and their department shall provide information about the kinds of activities that constitute appropriate achievement in teaching; scholarly, creative, and professional activity; and service within the discipline.

2. The following language would be new:

7.3.1 GENERAL CRITERIA FOR TEACHING The candidate for promotion and/or tenure must demonstrate effective and innovative teaching by showing that they have exhibited effort, skill, reflection, dedication to student learning, flexibility, and current knowledge of the discipline. Effective teaching is, in and of itself, a significant achievement, and the University gives it high priority in evaluating every faculty member's performance. The candidate must demonstrate a pattern of effective teaching during the evaluation period, as indicated by evidence from multiple sources, including (but not limited to): student feedback; colleagues' testimonials; quality of syllabi, teaching materials, and assignments. The University also recognizes the value of substantial contributions to the curriculum; course improvement through revision of content and method; development of new courses, development of across-the-curriculum courses; contributions to interdisciplinary student learning experiences; and involvement and success in individual instruction or mentoring of students, as evidenced by student research, creative work, presentations, or publications in departmental or campus venues (note that

external venues are ordinarily considered professional activity).

7.3.2 GENERAL CRITERIA FOR SCHOLARLY, CREATIVE, AND

PROFESSIONAL ACTIVITY The candidate for promotion and/or tenure must demonstrate that they have engaged in professional activity beyond maintaining currency in one's profession or discipline. Specific criteria vary slightly by rank.

7.3.2.1 Criteria for Promotion to Senior Lecturer The candidate will demonstrate that they have engaged in professional activity that goes beyond the expected reading one must do and the conferences and workshops one must attend to maintain currency in one's profession or discipline. Examples of professional activity include but are not limited to: teaching development and/or participation in professional credential development activities; public presentations, exhibitions, and/or performances; active involvement in professional/performing/scholarly societies, associations, boards, or groups; consulting activity; and scholarly activity (e.g., publications or book reviews in scholarly and/or professional journals and presentations/papers at scholarly and/or professional conferences). The candidate and their department shall provide information about the kinds of activities that constitute the scholarly, creative, and professional activity and development appropriate for a faculty member seeking promotion to this rank.

7.3.2.2 Criteria for Promotion to Associate Professor and/or Tenure The candidate will demonstrate that they have contributed to their discipline and/or teaching profession through activities that are directed toward professional peers. The committee expects to see a pattern of scholarly, creative, and professional activity that goes beyond mere attendance at meetings and conferences. Examples of professional activity include but are not limited to: teaching development and/or participation in professional credential development activities; presentations/papers at scholarly and/or professional conferences; holding office in professional organizations; editing a journal; publishing book reviews, journal articles, professional reports and projects, books, or other printed works; winning a grant; participating in exhibitions or performances, or equivalent. For faculty teaching in AACSB-accredited programs, generally, **professional service activities** are **not** considered research, scholarship, or professional development; instead, organizational and managerial activities while holding office in professional organizations would be considered service to the profession. The candidate and their department shall provide information about the kinds of activities that constitute the scholarly, creative, and professional activity and development appropriate for a faculty member seeking promotion to this rank.

7.3.2.3 Criteria for Promotion to Full Professor The candidate will demonstrate the achievement of recognition within the discipline. The successful candidate for the rank of professor will demonstrate, as well as support with argument and other evidence, that they have received such recognition. The candidate will include in their file three or more letters from external evaluators that address this issue of recognition. The University expects to see a pattern of significant scholarly, creative, and professional activity within the evaluation period. Examples of significant professional activity include but are not limited to: significant teaching development and/or participation in professional credential development activities; frequent and regular presentations/papers at scholarly and/or

professional conferences; holding office in professional organizations; editing a journal; publishing book reviews, journal articles (especially refereed), professional reports or projects, books, or other printed works; winning a grant; participating in exhibitions or performances, or equivalent. For faculty teaching in AACSB-accredited programs, generally, **professional service activities** are **not** considered research, scholarship or professional development; instead, organizational and managerial activities while holding office in professional organizations would be considered service to the profession. The candidate and their department shall provide information about the kinds of activities that constitute the scholarly, creative, and professional activity and development appropriate for a faculty member seeking promotion to this rank.

7.3.3 GENERAL CRITERIA FOR SERVICE The candidate for promotion and/or tenure must demonstrate continuing and active participation in formal service roles serving the department, college, university, and/or profession. Specific criteria vary slightly by rank.

7.3.3.1 Criteria for Promotion to Senior Lecturer, Promotion to Associate Professor, and/or Tenure The candidate will demonstrate a consistent record of advising, continuing contribution to the department, service to the college and/or University, and/or service to the profession. Service to the department and to the college and/or University is expected for promotion to these ranks. Examples of service include but are not limited to: academic advising; formal service roles at the department level (e.g., departmental committees, department hiring activities, admissions events, website maintenance, Honor Council advising, etc.); formal service roles at the college and/or University level (e.g., committee, working group, advisory council, special assignments, faculty fellows, etc.); and formal service roles within professional organizations. Community outreach activities that rely on a faculty member's academic expertise and serve to connect the University with the community can also be recognized in this category.

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Appendix A: Redlined Version of Proposed Criteria

Language Edits after UFC Meeting, 10/22/25

1. A deletion and minor edits are marked in § 7.3:

7.3 INDIVIDUAL CRITERIA FOR PROMOTION AND/OR TENURE Faculty performance is evaluated in three areas of endeavor: teaching; scholarly, creative, and professional activity; and service to the department, the college, ~~and the University,~~ and the profession. The first area, teaching, is preeminently important. However, successful candidates for promotion and/or tenure must meet the criteria in all three areas. Renewable term ranks are eligible for promotion from lecturer to senior lecturer, and tenure-track ranks are eligible for promotion and/or tenure (i.e., associate professor and full professor). ~~Each college at the University has its own set of promotion criteria that will be applied in individual promotion cases. For the College of Arts and Sciences promotion criteria, see Appendix I; for the College of Business promotion criteria, see Appendix J; and for the College of Education promotion criteria, see Appendix K.~~ The candidate and their department shall provide information about the kinds of activities that constitute appropriate achievement in teaching; scholarly, creative, and professional activity; and service within the discipline.

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