

Tenure & Promotion Criteria
Chemistry Department
November 2010

The Chemistry Department standards for tenure and promotion reflect a directed interpretation of the broader University-wide criteria consistent with the departmental mission. Candidates should seek the guidance of the chair of the department, dean of the college, and senior faculty to determine the appropriateness of any activity or product that may be used to support a petition for either tenure or promotion.

Tenure

Tenure is awarded to the candidate who has demonstrated a record of effective and successful teaching, progress towards a program of research, and discipline-related service. By granting tenure, the department, College, and University judge the candidate to be academically strong, professionally committed, and personally responsible to meet the rigors of intellectual leadership. Generally, the candidate is eligible to petition for tenure during the sixth year of full-time employment in the department. Under unusual circumstances, a candidate may petition early or may enter the department with negotiated years towards tenure. The requirements for tenure include, but are not limited to, the following:

- Ph.D. in Chemistry or related field
- A probationary period not to exceed 6 years
- Evidence of effective and successful teaching could include, but is not limited to, a pattern of consistently positive ratings on department and college student perception forms and positive peer/chair evaluations; letters of support from student, graduates, faculty; student products; demonstrated success of individually supervised students; use of innovative instructional methods; development and implementation of new courses or programs; and other appropriate evidence of teaching success, such as student performance on nationally standardized exams.
- Evidence of progress towards a program of research could include, but is not limited to, one or more publication(s) in a refereed journal; presentations at professional meetings; grants, both internal and external; seminars given; guided student research resulting in student presentations, and other appropriate evidence of scholarship and research.
- Service includes those beneficial activities that depend upon the professional expertise of the individual faculty member and that are beyond the normal classroom and scholarly activities. Evidence of service could include, but is not limited to, academic and career advising of students; chemistry club advisor; documented contributions to departmental activities, including, but not limited to recruiting; documentation of contributions to departmental, college, university, and community committees; documentation of maintenance and repair of instrumentation and computers; construction and maintenance of individual and department webpage and other electronic media; documentation of presentation of workshops or other educational offerings before community groups; service on boards or as an officer in those organizations requiring the individual's professional expertise; and other appropriate evidence.

Promotion

The minimum requirements for promotion are:

Assistant Professor is awarded to a Ph.D. in Chemistry who is hired with the expectation that the candidate is capable of earning tenure or who has earned tenure.

Promotion from Assistant to Associate Professor requires

- A minimum of 6 years of full-time university teaching, four of which must have been at the rank of Assistant Professor.
- Successful teaching as defined for tenure, with additional emphasis on development of courses, curricular leadership, and demonstration of innovation in classroom performance.
- Research and scholarly activity as defined for tenure, which includes at minimum one product that has been subject to external review and accepted for publication, and a pattern of on-going research and scholarship demonstrated by faculty/student presentations, publications, and/or grants.
- Service within the department and the potential for leadership roles at the college and/or university level. Appropriate discipline-related community service is also expected.

Promotion from Associate to Full Professor requires

- A minimum of 10 years of full-time college level teaching, four of which must have been at the Associate Professor position.
- Continued successful teaching, as defined for Associate Professor.
- Research and scholarly activity as defined for Associate Professor that demonstrates a sustained pattern of refereed products including collaborative work with others.
- Service to the department, college, university and community that may include holding offices of leadership in local, regional, national, or community, professional, or academic organizations, and providing expertise to local, regional or national groups which reflects positively on the discipline and the University.

Merit Increases

Each year all faculty members will be evaluated for the purposes of improving individual performance, determining merit increases, and departmental success. The individual faculty member will be given merit increases based on individual productivity. The criteria for the respective ranks of Assistant, Associate, and Full Professor will be used in determining the yearly percentage salary increase for **teaching, research/scholarship, and service** contributions of individual faculty. Considerations for merit raises will place the greatest emphasis (70 – 60%) on the primary faculty responsibility of effective teaching. In general, faculty contributions will be weighted more heavily in the area of research and publication (25-15%) than in the area of service (20-10%). Occasionally, the needs of the department may require a different weighting distribution determined by prior agreement between the faculty and chair.