

Tenure & Promotion Standards
Computer Information Sciences Department
February 2022

This document establishes the departmental standards for tenure and promotion within the Computer Information Sciences Department at Washburn University. Candidates for tenure and promotion should also consult the University and College of Arts and Sciences standards given in the Washburn University Faculty Handbook.

Tenure

Tenure is awarded to a candidate who has demonstrated a record of effective and successful teaching, progress towards a program of research, and commitment to 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. The requirements for tenure include the following:

I. One of the following:

- A.** A Doctorate in Computer Science, Software Engineering, Information Systems, or a computing related field (as defined by the CIS Department).
- B.** A Master's Degree in Computer Science or Software Engineering with substantial industry experience (at least five years on a full-time basis in a computer science discipline). The candidate must also complete one or more of the following: (Candidate must obtain Chair's approval, in writing, for each certification, or set of graduate courses.)
 - 1.** Two professional certifications in topics identified in the most recent IEEE/ACM computer science model curriculum.
 - 2.** At least 30 graduate credit hours beyond the master's degree in a computing department of an accredited PhD granting institution.

II. A probationary period not to exceed 6 years.

III. Evidence of effective and successful teaching. This could include, but is not limited to, a pattern of consistently positive ratings on Department and College student perception forms; positive peer/chair evaluations; letters of support from students, graduates, and faculty; demonstrated success of individually supervised students; use of innovative instructional methods; development and implementation of courses or programs; participation in CTET instructional development activities; and other appropriate evidence of teaching success.

- IV. Evidence of progress towards a program of scholarship, research or other professional activity. This could include, but is not limited to, publication of books or articles in refereed journals; peer-reviewed presentations at professional meetings; internal and external grants; presentation of seminars; guided student research resulting in student presentations or publications; consulting activities that lead directly to enhanced student instruction or academic research; and other appropriate evidence of professional activity.

- V. Evidence of service which includes activities beyond the normal classroom and scholarly activities which are of value to the Department, the College and/or the University. This could include, but is not limited to, academic and career advising of students; advising a student organization; recruiting; contributions to Department, College or University committees; maintenance and repair of lab equipment; development and maintenance of the Department website; presentation of computing-related workshops for community groups; serving as an officer of a computing-related professional organization; review of computing-related manuscripts; and other appropriate evidence of service.

Promotion

The Department standards for promotion to the rank of Associate Professor are exactly the same as for tenure. It is expected that normally a candidate for tenure will apply for promotion to Associate Professor at the same time. In cases where a candidate applies for tenure or promotion to Associate Professor separately, they will be evaluated for either one using the standards for tenure.

Promotion to the rank of Professor requires the following:

- A. A Ph.D. in Computer Science, Software Engineering, Information Systems, or a computing related field (as defined by the CIS Department)
- B. A minimum of 10 years of full-time University teaching, four of which must have been at the rank of Associate Professor.
- C. A record of continued teaching excellence as defined in III.
- D. A record of sustained successful scholarship, research and other professional activities as defined in IV.
- E. A record of significant and continuous involvement in departmental and university matters, including service on major university committees and active involvement in professional associations.