

**College of Agriculture, Life and Environmental Sciences**  
**Guidelines and Criteria for Promotion and Tenure**

*Revised February 2001/Abstracted February 2001*

In the College of Agriculture, Life and Environmental Sciences (CALES), each faculty member's position description reflects the relative responsibilities assigned to teaching, research, extension and service activities in relationship to the unit's mission and strategic plan. This position description provides the context for evaluating a candidate's success in meeting performance expectations for promotion and/or tenure. Both formal and non-formal instruction are defined as teaching by CALES, including classroom sessions, demonstrations, workshops and distributed learning.

Research/creative activities may be basic and/or applied and may include the use of innovative approaches and new technology. The requirement of excellent performance and the promise of continued excellence necessary for the granting of promotion and/or tenure includes compliance with relevant University and Board of Regents policies.

**Promotion to Associate Professor**

*General*

Based on research accomplishments and excellence in teaching, Extension and service activities. Reputation for excellence among peers at this and other institutions should be emerging.

*Research*

Performance should reflect independent and productive scholarly activity appropriate to the candidate's field. Measures include publications, grants, attendance and presentations at national meetings, and invited participation in post-graduate programs, national meetings and symposia. If individual's primary scholarly activities or responsibilities involve innovative or creative products (i.e., as in design, delivery systems, teaching), P&T materials may not show as much tangible evidence in terms of number of publications and grant support as would be the case for those with more scientific investigative responsibilities.

*Teaching*

Candidate should be an accomplished teacher, well-prepared, with a mastery of the fundamentals of subject matter. Opinions of colleagues, summaries of student evaluations and quality of the graduate students supervised will be important in this evaluation. Efforts should show promise of continued growth as a teacher. If position involves outreach, then presentations, publications and other output may be evaluated with other teaching and research activities.

*Service*

Committee responsibility in department, College and University. Participation in local and national committees of professional organizations. Service to the local community as appropriate.

**Promotion to Professor**

*General*

Based on excellent productivity and leadership in instructional, Extension and research programs, with an appropriate balance of service resulting in regional, national and international recognition in candidate's field.

*Research*

Measures of research achievement include publications in leading peer-reviewed journals, generation of external support, technology development and transfer, and peer recognition as reflected by participation in meetings and symposia. Other factors considered are evidence of innovation in research and interdisciplinary activities.

*Teaching*

Instructional program must reflect high standards of scholarship, creativity and commitment to growth and development. Candidate should exhibit a broad-based perspective and a maturity of judgment that reflect distinguished academic leadership. Instructional activities must effectively address the mission of the candidate's unit and the needs of its clientele. Further, instructional program should demonstrate excellence in education of undergraduate and graduate students.

Candidates with significant outreach programs are expected to contribute with distinction to appropriately-targeted, peer-respected publications and other public media. Instructional efforts must include effective communication skills commensurate with excellence in focused outreach education efforts. Contributions will be weighed in accordance with the candidate's programmatic area and unit's mission.

*Service*

Committee responsibility in the department, College and University. Participation in local and national committees of professional organizations. Service to the local community as appropriate.