Good Practice in Tenure Evaluation

Advice for Tenured Faculty, Department Chairs, and Academic Administrators

A Joint Project of
The American Council on Education,
The American Association of University Professors, and

Good Practice in Tenure Evaluation

Advice for Tenured Faculty, Department Chairs, and Academic Administrators

A Joint Project of
The American Council on Education,
The American Association of University Professors, and
United Educators Insurance, a Reciprocal Risk Retention Group

A

United Educators

2000, 200

American Co ncil on Ed ca ion

2003

(202) -2 0

Table of Contents

[illegible]

[illegible] [1] [illegible]

[illegible]

( ), [illegible] ( ), [illegible] ( ).[2] [illegible] 2000, [illegible] [3]

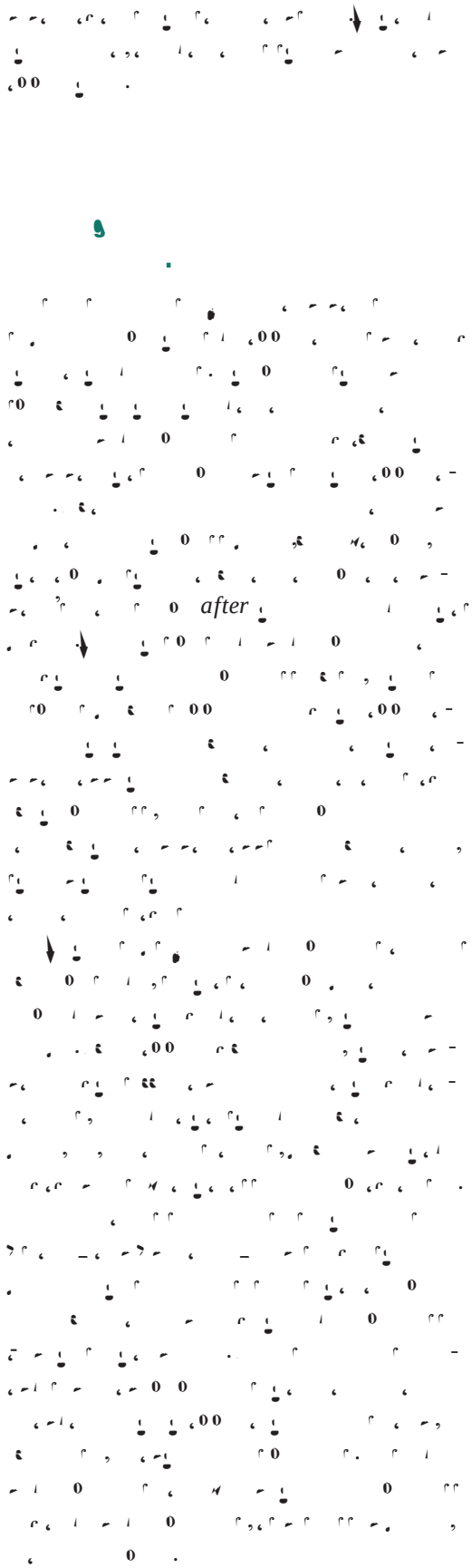
[illegible]

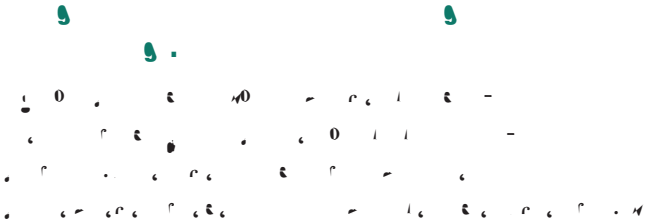
The A

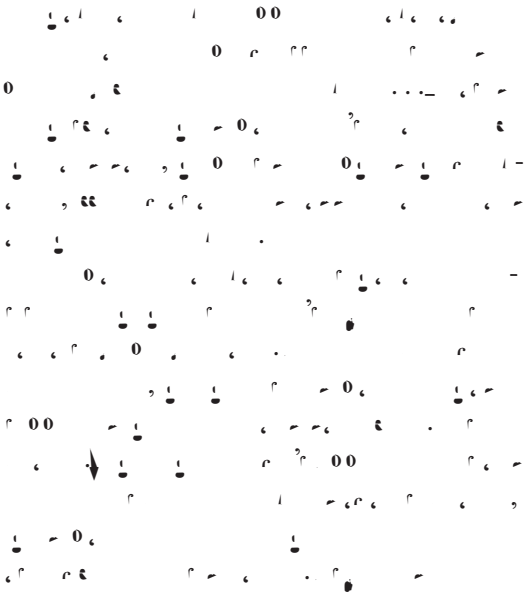
P

Clarity in Standa

$\mathcal{C}$







[illegible]

[illegible]

[illegible]

[illegible]

[illegible] 40 [illegible] 10.[10]

[illegible]

[illegible] ([illegible]). [illegible] 11 2 [illegible] .13 [illegible] 11.

[illegible]

[illegible]

[illegible]

Teaching

The student evaluations place Pam right at the median within the department. She continues to teach the sophomore introductory lecture course every fall. In addition, her development of the new critical methods seminar for department majors has been a big project. She rolled up her sleeves last summer and produced the new course, offered this spring, that has contributed substantially to the quality of our program.

Research

Pam's research has been showing good progress. We look forward to the publication later this year of the book version of her dissertation by State University Press. In the past year, she has submitted two papers that are under consideration by *The International Bulletin of Methodology,* one of the leading journals in her field.

Service

Teaching

The student evaluations place Pam right at the median within the department. She continues to teach the sophomore introductory lecture course every fall. In addition, her development of the new critical methods seminar for department majors has been a big project. She rolled up her sleeves last summer and produced the new course, offered this spring, that has contributed substantially to the quality of our program.

Over the next two years, I hope to see Pam devote attention to honing her teaching skills. One area she could usefully address is finding ways to encourage broader student participation in discussions. She is not undertaking any new course preparations in the coming year, which will give her an opportunity to consider new creative approaches to student involvement. I would be glad to consult with her on strategies and, if she wishes, to visit her classes occasionally.

Research

Pam's research has been showing good progress. We look forward to the publication later this year of the book version of her dissertation by State University Press. In the past year, she has submitted two papers that are under consideration by *The International Bulletin of Methodology,* one of the leading journals in her field.

Pam understands that the college does not place substantial weight on the publication of dissertations (or other research projects undertaken elsewhere before a scholar joins our faculty). For a successful tenure candidacy, she will need to show a strong record of publication in peer-reviewed journals. At a minimum, the publication of three substantial articles will be required.

Service

Pam's service record is outstanding. She chaired the committee that conducted the campus-wide study of life and learning issues for female students. She was the primary author of the committee's report, which made major recommendations for reform in the areas of curriculum, housing, and student activities. On campus both female and male students eagerly seek her assistance with academic counseling. In the local community, her effective work on the board of the local United Way has brought credit to the college.

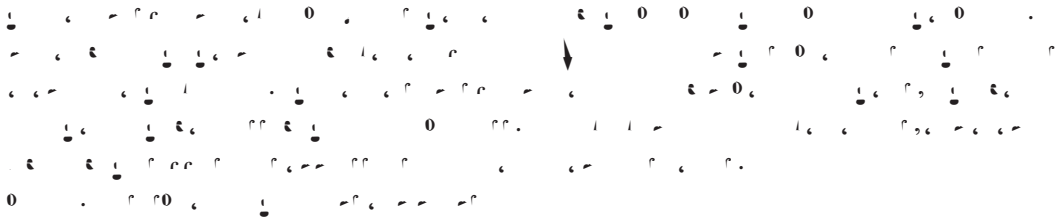
Pam and I have discussed the weight that the college gives to service in evaluating faculty. While important, it stands behind teaching and research in our priorities.

Pam is in her fourth year in a tenure-track position. In addition to the across-the-board salary increase, I am pleased to recommend her for an additional 1.5 percent for merit for her role in the development of the new seminar.

Dr. Charles Candid, Department Chair

- A clear explanation of the requirements for reappointment and tenure, including any criteria specific to the department or school.
- Periodic evaluations of his or her progress in meeting the requirements.
- Candor in all evaluations.
- Specific examples that illustrate the quality of his or her performance.
- Constructive criticism outlining any potential areas for improvement.
- A review covering the entire evaluation period, not just the recent past.
- An evaluation in plain English.
- Practical guidance for future efforts to meet the requirements, without promises or guarantees that the institution may not be able to honor.
- An understanding of how a review (or reviews)

A



( ). *Policy Documents and Reports.*

, 1 .

. *Tenure, Promotion, and Reappointment: Legal and Administrative Implications.*

, 1 .

[illegible] *Berkeley Women's Law Journal* 4 (1[illegible]0): 24[illegible].

[illegible] *Chronicle of Higher Education* 44 ([illegible], 1[illegible]): 12.

[illegible]

Chai

Notes