

CPH Collegiate Guidelines for Promotion and Tenure for Tenure-Track Faculty
(May 16, 2018 draft, presented on August 29, 2018, adopted by faculty October 2019)

1. Teaching

- a. Undergraduate and graduate courses are both vital to CPH, however, a candidate does not necessarily need to teach all types of courses in order to be promoted, if he/she is contributing appropriately to the teaching needs of the department and college, and is showing excellence.
- b. Certain course offerings are taught by individuals, while others are taught by multiple faculty, either in an integrated team fashion or in a sequential modular structure. Faculty who teach in any of these structures may meet the teaching expectations if they demonstrate quality and leadership. For shared courses, it may be appropriate for the team/co-instructors of such courses to submit letters describing the instructors' respective roles in the course, as a supplement to the student and peer evaluation documents.
- c. In order for a tenure-track faculty member to be promoted to full professor, he/she needs to successfully guide at least one PhD student through graduation as the primary PhD dissertation advisor or co-advisor. If the candidate is the dissertation co-advisor, it may be appropriate for the primary dissertation advisor to submit a letter describing the candidate's role.

2. Scholarship

- a. The UI criteria for tenure-track associate professors with respect to scholarship is, "Demonstration of artistic or scholarly achievement supported by substantial publications or equivalent artistic creations or performances, of high quality, as appropriate to the discipline(s)." The definition of "substantial publications", as well as the types of funded grants and other activities that demonstrate national/international scholarly reputation, may vary from department to department.
- b. The UI criteria for tenure-track full professors with respect to scholarship is, "Continued artistic or scholarly achievement of high quality, accompanied by unmistakable evidence that the candidate is a nationally and, where applicable, internationally recognized scholar or creative artist in the chosen field." The definitions of "scholarly achievement" and the types of activities that demonstrate national/international recognition, may vary from department to department.
- c. Tenure track faculty are expected to bring their externally-funded salary offset to a level that meets or exceeds collegiate expectation (currently 50% FTE, since 1999) prior to being considered for promotion to Associate Professor, with tenure. They are also expected to consistently meet or exceed the college expectation for external funding success before being considered for promotion to Professor. Some departures from the collegiate expectation may be allowed through the Post-Tenure Effort Allocation mechanism.

3. Service

- a. All tenure-track faculty are expected to perform internal service to the department, college, and/or university, as well as external service to the profession and/or community. Specific requirements for service may vary across departments and fields. Emerging leadership in the field should be demonstrated for promotion to associate professor with tenure, with stronger evidence of leadership required for promotion to full professor in the tenure track.