



Criteria for Promotion and Tenure

Within the broad mission of Ohio University, regional campuses have a specific commitment to outreach and access. Successful pursuit of this commitment requires that we encourage the development of an outstanding faculty, with a particular emphasis on excellence in teaching, but also that we recognize the importance of accomplishments in research and creative activity, as well as in service to the campus, University, and community. Promotion in rank and tenure are rewards for achievements in these areas.

We also recognize that our relatively high teaching load of 12 hours per quarter, limited resources for the pursuit of traditional scholarship in some disciplines, and expectations for significant service contributions have implications for how various faculty members will contribute to the achievement of our mission. These Guidelines are intended to help clarify expectations for performance across Office for University Outreach and Regional Campuses (RHE) and to assure general consistency in the evaluation processes followed in the various academic divisions.

I. General guidelines

Promotion and tenure committees must have an odd number of members, and all members are required to vote on each candidate. At least one member of the committee should come from the candidate's discipline, even if it is necessary to add a member from another campus. All voting members must be tenured at or above the rank for which the candidate is being considered.

At least three external letters of reference should be included in any promotion or promotion and tenure dossier. These letters should be solicited by the committee chair from individuals qualified to assess or confirm the candidate's scholarly contributions. In cases for which innovative teaching is a critical aspect of evaluation, one or two of the referees might be selected to assess and comment on the candidate's achievements. Referees should clearly understand that they are not being asked to make a recommendation regarding the candidate's promotion or tenure. Neither graduate advisors nor research collaborators should serve as referees.

Although there may be occasional exceptions, it is expected that the award of tenure and promotion to the rank of associate professor will constitute a single recommendation. Additional information relevant to the promotion and tenure process is contained in the Faculty Handbook, in the Regional Campus Hiring Guidelines for Group I Faculty, and in The Format for the Promotion and Tenure Dossier.

II. Criteria

Criteria listed in this document are assumed to be minimum criteria. Successful candidates should demonstrate excellent performance, either by doing well in all three areas of evaluation or by documenting outstanding achievements in at least one area, while also meeting basic expectations in the other two.

A. Teaching

Given the mission of RHE, demonstrated excellence in teaching is expected of all faculty members. Candidates should provide multiple sources of information on their performance, including, but not limited to, student evaluations, peer observation of classes, evidence of innovative methods and participation in programs to develop teaching skills, and samples of teaching materials. Teaching awards, evidence of effective student advising, and a limited number of unsolicited (or committee-solicited) letters of support from students and colleagues also may be of value. Under no circumstances should candidates directly solicit letters of support from students or colleagues.

B. Research, Scholarship, and Creative Activity

As faculty members at Ohio University, regional campus faculty members should be positively engaged in their disciplines. To be recognized in this area, work should require a high level of discipline-related expertise, should be innovative, and should be disseminated through a peer review process that is well recognized in the discipline. Publications, presentations at conferences, grants and other awards, editorships, and performances and creative displays are examples of appropriate activities.

C. Service

The traditional category of service has particular significance to regional campus faculty members. Service to the campus, to RHE and the University (including departments and colleges), to the profession, and to the community all are relevant. To be recognized, service to the community should have some obvious relevance to the candidate's discipline. Because probationary faculty members have an especially strong obligation to prove themselves as teachers and scholars, care should be taken not to become overextended in this area.

III. Promotion to specific ranks

A. Promotion to associate professor

In the third year of service, all probationary faculty members should compile a dossier, using the format established for regional campus faculty. This dossier should be reviewed by the division promotion and tenure committee and by the campus dean, and the candidate should receive written feedback from both, frankly discussing the candidate's progress toward tenure and promotion. Consideration for tenure and promotion to the rank of associate professor normally occurs in the penultimate year of the probationary period.

To achieve the rank of associate professor, a candidate should demonstrate acceptable performance in all three areas of evaluation. Excellence in teaching, potential for continued scholarly contributions, and evidence of equitable participation in service activities are important. Further, it is assumed that a candidate will hold a terminal degree

in his or her field, or, for faculty in associate degree programs, the equivalent combination of education and experience. Neither tenure nor promotion will be granted simply because an individual has completed additional advanced education.

B. Promotion to Professor

Promotion to the rank of professor requires continued demonstration of excellence in the areas of evaluation. Candidates should show evidence of a continuing commitment to develop as a teacher, should be able to document a scholarly reputation that extends beyond the University, and should demonstrate some leadership capacity in the area of service. Provided effective performance is demonstrated in all three areas of evaluation, a case can be based primarily on outstanding work in any area. However, it is the candidate's responsibility to document the outstanding nature of the work. Time in rank is not a determining consideration, although at least five years as an associate professor is a normal minimum expectation.