



Office of the Dean

Buchtel College of Arts and Sciences
Akron, OH 44325-1901

330-972-7880 Office
330-972-7222 Fax

DATE: March 31, 2010

TO: David Baker
Interim Sr. Vice President, Provost and C.O.O.

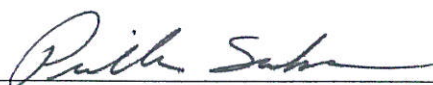
FROM: Chand Midha
Interim Dean

RE: Reappointment, Tenure and Promotion Guidelines and Criteria

The attached guidelines have been approved by the faculty of the Department of Philosophy on March 31, 2010.

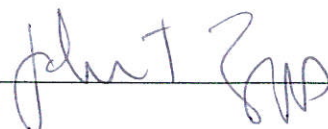
I have approved all attached guidelines and criteria.

If you concur, we ask that you also approve the guidelines and criteria.




Department Chair or Faculty Representative

3/31/10
Date



Dean

4/2/2010
Date



Senior Vice President, Provost
and Chief Operating Officer

4/5/10
Date

**Criteria for Reappointment, Tenure and Promotion of Tenure Track Bargaining Unit Members
in the Department of Philosophy, College of Arts and Science**

Date: March 31, 2010

Introduction

The UA-Akron AAUP Collective Bargaining Agreement (CBA) contains processes, timelines and procedures for the Retention, Tenure and Promotion (RTP) of Bargaining Unit members, and should be referred to for such matters. This document serves to enumerate the minimum criteria for tenure/promotion relevant to the discipline(s) represented in the academic unit listed above. These criteria may include quantitative and/or qualitative measures, and meeting these minimum criteria does not guarantee a positive recommendation. Nothing contained in this document can conflict with the CBA or University rules.

1. Materials for the RTP file

Specific materials, other than those already specified in the CBA, that are to be included in the candidate's RTP file. (If not applicable, please fill in this section with "N/A").

A. Teaching:

1. Each faculty member requesting reappointment, tenure, or promotion should state his/her goals for teaching in general and for each particular course taught during the period of evaluation.
2. At least two regular full-time members of the department, at least one of whom is tenured, will be invited to visit at least two different courses, including all courses new to a faculty member, taught by the candidate for reappointment, tenure, or promotion during the year in which the person is seeking reappointment, tenure, or promotion. The evaluations will include a description of the course, the number of students, and the method which is used in the class and the effectiveness thereof. The department chair, after conferring with the candidate and the tenured faculty, shall determine who will constitute the evaluating team and which classes will be evaluated, and in cases of reappointment they should strive for a variety of evaluators over the years. All of these peer evaluations are to be included in the candidate's RTP file. In special cases, a faculty member from another department may be asked to perform this evaluation, such as when the course is a service course for another discipline.
3. Each faculty member requesting reappointment, promotion, or tenure must utilize the departmentally approved course evaluation form in each of his/her classes taught. In cases of reappointment all of these evaluations are to be included in the candidate's RTP file; in cases of promotion, all of these evaluations since the last promotion are to be included.
4. Each faculty member requesting reappointment, tenure, or promotion shall provide documentation of activities related to teaching including workshops or conferences on teaching, teaching-related grants, incorporation of new instructional technologies or methodologies, etc.

B. Research/Scholarly Activity:

1. Each faculty member requesting reappointment, tenure, or promotion shall provide documentation of his/her publication record including articles, books, and reviews, papers read at professional meetings or organizations, and research in progress. Scholarship devoted to philosophical pedagogy shall be considered of equal value to traditional scholarship. Also to be included is relevant evidence of continued study including post-doctoral fellowships, grants or awards; participation in

professional colloquia, conferences, or meetings; National Endowment for the Humanities stipends, fellowships, etc.

2. Each faculty member requesting reappointment, tenure, or promotion shall provide documentation attesting to his/her professional recognition such as refereeing for professional journals, appointment to professional associations, offices held in professional organizations of state, regional, national and international scope, etc.

C. Service:

1. Each faculty member requesting reappointment, tenure, or promotion will provide evidence of departmental, collegial, or university service by means of membership on committees, participation at college or university meetings, etc.

D. Additional Discipline Related Activities

1. Work that does not clearly fall into any of these categories, or that overlaps multiple categories, may also be documented by the faculty member. It is the responsibility of the candidate to argue for, and the committee to evaluate, the merits of this work.

2. Annual Reappointment

The criteria for reappointment shall be progress towards meeting the guidelines for tenure and promotion to associate professor, as specified in section 3 below, within the remaining probationary period. The annual reappointment evaluation letters shall specifically evaluate how the candidate is progressing in the areas of scholarship, teaching, and service.

3. Promotion to Associate Professor and Indefinite Tenure

The following constitute minimum requirements for promotion to Associate Professor, and tenure. Attainment of the minimum requirement is only the starting place for consideration. Surpassing the minimum is expected. Attainment of minimum standards shall not ensure a positive recommendation.

A. General:

1. Earned doctoral degree in philosophy from an accredited university with recognized competency as determined by the Philosophy Department.

B. Scholarship/Research:

1. At least three scholarly articles published in a recognized scholarly journal or in a collection of scholarly articles, or a monograph, or a substantial philosophical book, and evidence of continued research.
2. The articles must either be traditional scholarly philosophical publications (appearing in refereed philosophical journals or collections), or works having substantial philosophical content and appearing in interdisciplinary publications, or publications devoted to philosophical pedagogy. At most two publications on philosophical pedagogy shall count toward satisfaction of minimum requirements. In cases of dispute as to the philosophical and/or scholarly nature of the writings, the candidate has the responsibility to demonstrate such to the promotion committee, e.g., by soliciting outside opinions (in addition to the external reviewers, if necessary). If the evidence of scholarship includes the writing of a textbook or the editing of a book, the committee shall have the responsibility of assessing its quality, and in any case the committee shall pass judgment on the

quality of the candidate's writings, thereby determining whether it is sufficient to warrant promotion.

3. If and when the publications are multi-authored, then it is the responsibility of the candidate to argue and for the committee to decide what amount of credit to assign to the publication.
4. An equivalency of a scholarly philosophical publication may be requested by the candidate, but for no more than one of the three scholarly published articles. An equivalency can be a combination or multiplication of other published philosophical work, e.g., substantial philosophical book reviews or non-refereed publications. If such an equivalency is used for one of the three minimum publications, then no more than one of the three can be on philosophical pedagogy.
5. For purposes of recommendation for tenure and promotion to Associate Professor, scholarly work produced prior to arriving at The University of Akron may be included to meet the minimum standards. However, all candidates recommended for tenure and promotion must have demonstrated continued scholarly productivity at the level expected for probationary period faculty since arriving at The University of Akron. Tenure and promotion will not be awarded based solely on work produced prior to arriving at The University of Akron.

C. Teaching:

1. A total of at least five years of successful, full-time teaching at accredited colleges or universities ("successful" teaching will be judged by considering factors such as teaching evaluation results, peer reviews, availability to students, etc.).

D. Service:

1. A good record of service to the department and university which has been judged to be of value and quality ("good record of service" will be judged by considering factors such as attendance at and contributions to department meetings, student advising, contributions to the college and university by active participation in committees, etc.).

4. Promotion to Professor

A. General:

1. Earned doctoral degree in philosophy from an accredited university with recognized competency as determined by the Philosophy Department.

B. Scholarship/Research:

1. Understanding that a candidate must show continuing progress after becoming an Associate Professor, the nature and number of the publications for promotion to Full Professor shall be not less than specified under Associate Professor above, and these publications must be subsequent to the candidate having attained the rank of Associate Professor.

C. Teaching:

1. At least two years of successful, full-time teaching, since the last promotion, at The University of Akron, including increased leadership as is appropriate to increased rank ("successful" teaching will be judged by considering factors such as teaching evaluation results, peer reviews, availability to students, etc.)

D. Service:

1. A good record of service to the department and university which has been judged to be of value and quality, including increased leadership as is appropriate to increased rank ("good record of service" will be judged by considering factors such as attendance at and contributions to department meetings, student advising, contributions to the college and university by active participation in committees, etc.).

5. Supplemental Guidelines

Process to revise guidelines: These guidelines may subsequently be modified only by a 2/3 vote of the department's tenure track faculty.

6. Materials for External Review

In addition to the procedures specified in contract: Each name suggested of a potential external reviewer shall be accompanied by a brief description of that person's qualifications, relevance to the candidate's area of expertise, and any relationship to the candidate. In order to maintain objective evaluations, external reviewers may not be collaborators of any sort with the candidate (co-authors, etc.), dissertation directors, graduate school teachers, etc. This is our understanding of how we are to avoid "perceived conflict of interest" as mentioned in contract.

- A. Teaching: N/A
- B. Research/Scholarly Activity: Copies of all materials pertaining to scholarship from candidates RTP file.
- C. Service: N/A
- D. Bases of Assessment: Copy of departmental RTP guidelines together with a narrative statement regarding meeting of departmental RTP criteria.

Templates for letters sent to external reviewers:

Template for an initial letter requesting external review:

I write to request your professional assistance in evaluating the file of Dr. ____, who is being considered for ____ in the Department of Philosophy at The University of Akron. We ask that you provide your professional evaluation of the quality of Dr. ____'s research, its placement and significance in the discipline, and any other relevant information that speaks to the quality of the candidate's research and scholarship, not a recommendation on tenure/promotion. If you agree, we will immediately send you a copy of the Department of Philosophy's tenure and promotion guidelines, Dr. ____'s vita, publications, and narrative statement regarding his/her meeting of the departmental criteria. For now, however, I am asking whether you would be willing to evaluate the file. If you would agree to send us an evaluation by ____, we would be most appreciative. Thank you for your consideration; we look forward to hearing from you.

Template for a letter containing instructions for external reviewers:

Enclosed are materials for your review of Dr. ____, who is being considered for ____ in the Department of Philosophy at The University of Akron. We ask that you issue no recommendation for or against granting tenure/promotion on the basis of these materials. We ask only that you return your assessment of the scholarly quality of the enclosed work.