




Office of the Executive Vice President and Provost
Akron, OH 44325-4703

May 18, 2022

MEMORANDUM

TO: Mitchell McKinney, Dean of the Buchtel College of Arts & Sciences

FROM: John M. Wiencek 

RE: **Reappointment, Tenure, and Promotion Guidelines**

COPY: Kurt Kreider, Chair

In accordance with the Collective Bargaining Agreement, please be aware of the following:

These guidelines take effect for applications submitted Spring 2023 (Article 13, Section 6, A.3).

Candidates who are applying for reappointment, tenure and/or promotion to associate professor shall be evaluated under the academic unit criteria in effect at the time of the candidate's official appointment date to the tenure track position. If the criteria have been revised since the date of the initial appointment, the candidate shall have the option to choose the original or amended criteria under which he/she shall be reviewed. Once a choice is made, the candidate may not reverse his/her decision. However, the candidate may choose each time criteria are revised and are approved by the Provost. It is the responsibility of the candidate to inform the committee in the letter of intent of the criteria set the candidate has elected to be used (Article 13, Section 6, D.6).

Candidates who are applying for promotion but not for tenure shall be evaluated under the academic unit criteria in effect either at the time of the candidate's last official promotion or the academic unit criteria in effect five (5) years prior to the candidate's application, whichever is more recent (Article 13, Section 6, D.7). This includes faculty who are seeking promotion to full professor.

Your guidelines are approved and will be added to this website:

<https://www.uakron.edu/oaa/faculty-affairs/rtp-guidelines>



The University of Akron
Buchtel College of Arts and Sciences

Date: May 3, 2022

TO: John M. Wiencek
Executive Vice President/Provost

FROM: Mitchell S. McKinney
Dean, Buchtel College of Arts and Sciences

SUBJECT: Reappointment, Tenure, and Promotion Guideline and Criteria of
Tenure-track Bargaining Unit Members

The attached guidelines have been approved by the faculty in the
Department of Statistics in Buchtel College of Arts and Sciences.

I have approved all attached guidelines and criteria.

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

Department Chair

5/3/22

Date

Dean Buchtel College of Arts & Sciences

5/3/22

Date

Exec VP & Provost

May 18, 2022

Date

THE UNIVERSITY OF AKRON, Buchtel College of Arts and Sciences

The Department of Statistics

Fall 2022

Criteria for Reappointment, Tenure and Promotion

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").

N/A.

2. Annual Reappointment

- A. Non-tenured tenure-track faculty shall be evaluated mainly in terms of teaching and research, and to a lesser extent in terms of service. The Reappointment Committee shall conduct its review of the candidate with an emphasis on the candidate's progress toward Tenure. Candidates shall be examined with greater scrutiny in each successive year of the Reappointment deliberations.
- B. The Reappointment Committee's recommendation letters to the candidate and the Department Chair shall contain an explicit assessment of the candidate's strengths and weaknesses, if any. In the event of a perceived weakness, the Committee shall recommend a plan to give the candidate an opportunity to correct any deficiencies before the time of application for Tenure.
- C. It is the responsibility of a tenure-track candidate for Reappointment to provide evidence that he or she shall be able to meet the criteria for Tenure and Promotion to Associate Professor (if applicable) at the end of the probationary period.

3. Indefinite Tenure

Candidates must provide evidence of teaching effectiveness and a productive, ongoing research program.

Teaching Expectations: Candidates are expected to provide evidence of teaching proficiency and effectiveness consistent with departmental standards, as evidenced by student course evaluations, written student comments, and peer evaluations if available. The candidate's teaching proficiency and effectiveness shall be judged by the submitted Teaching Portfolio. The Teaching Portfolio must include, but is not limited to:

- a. Listing of all courses taught, class size, and teaching load by semester,
- b. Syllabi, list of topics and sample exams for all courses taught,
- c. Results of all teaching evaluations, including all student evaluations and all written student comments,
- d. All peer, mentor or external evaluations of classes and course materials documented during the reappointment process.

And where applicable:

- e. Details of courses or workshops developed,
- f. Details of participation in conferences on teaching,
- g. Details of courses or workshops on teaching attended,
- h. Innovations in pedagogy developed or introduced.

Research Expectations: The candidate shall have at least three scholarly works (refereed journal articles, refereed conference proceedings, books, book chapters, or awarded research grants (in the role of PI, Co-PI or statistician) that bear The University of Akron address. Such works would include contributions to the theory, methods and applications of statistics. Also included are works related to the scholarship of teaching and learning. As the Department has a commitment to interdisciplinary work through the Center for Statistical Consulting and through collaborations with researchers in other fields, publications in subject-specific journals are recognized, provided that the candidate has made a substantial contribution to the effort. At least one of the candidate's three scholarly works shall be journal articles. The articles should advance the theory and/or methods of statistics or statistics education. Alternatively, journal articles may represent the candidate's contribution to collaborative projects focused on advancing knowledge in other academic fields.

The quality and impact of the candidate's scholarly work shall be judged in part by the external reviews.

Service Expectations: In the years before tenure, active participation in departmental committees would be sufficient.

Meeting minimal requirements is no guarantee of committee approval. Candidates are judged on the quality as well as the quantity of their work.

4. Promotion to Associate Professor

A candidate for Promotion to Associate Professor who is also applying for Tenure must provide evidence of teaching effectiveness and a productive, ongoing research program. Minimal expectations are the same as those for Tenure.

A candidate for promotion to Associate Professor who is not also applying for tenure may be evaluated according to a standard that is slightly different from that for tenure. While the teaching and service expectations are the same, scholarly work done elsewhere may be taken into consideration by the Promotion to Associate Professor Committee. The quality and impact of the candidate's scholarly work shall be judged in part by the external reviews. Candidates are reminded that they still must have at least three scholarly works that bear The University of Akron address when applying for Tenure.

5. Promotion to Professor

A candidate for promotion to Professor will have already demonstrated competence in teaching and research by attaining the rank of Associate Professor. It is therefore expected that the candidate must also demonstrate leadership in teaching, research and service. The Promotion to Professor Committee shall consider the candidate's leadership role in each of these areas in the context of the candidate's entire career, and may place a different emphasis on each area for different candidates.

All candidates must provide evidence that they have met the following minimal expectations since achieving tenure to be eligible for consideration for promotion to Professor.

Teaching Expectations: Candidates are expected to demonstrate continued teaching proficiency and effectiveness consistent with departmental standards using the Teaching Expectation standards listed above in Section 3 Indefinite Tenure. In addition, candidates must also demonstrate initiative in teaching, which may be evidenced by the following activities. Other appropriate activities may be considered, and not all of the activities listed below must be completed.

- a. Development and implementation of new pedagogies,
- b. Mentoring of students and/or junior faculty,
- c. Curriculum development and evaluation,
- d. Course coordination (if applicable),
- e. Teaching of Independent Study and/or Topics courses,
- f. Continued education in the teaching of statistics that enhances students' classroom experience and their ultimate success.

Research Expectations: The candidate shall have at least five scholarly works, refereed journal articles, refereed conference proceedings, books, book chapters, or awarded research grants (in the role of PI, Co-PI or statistician), since attaining tenure. Such works would include contributions to the theory, methods and/or applications of statistics. Also included are works related to the scholarship of teaching and learning. As the Department has a commitment to interdisciplinary work through the Center for Statistical Consulting and through collaborations with researchers in other fields, publications in subject-specific journals are also recognized, provided that the candidate has made a substantial contribution to the effort. At least three of the candidate's five scholarly works must be journal articles. The minimum requirement of three journal articles is satisfied if the articles advance the theory and/or methods of statistics or statistics education. Alternatively, these journal articles may represent the candidate's contribution to collaborative projects focused on advancing knowledge in other academic fields.

Candidates must demonstrate a quality on-going research program. The contribution of the research program shall be evaluated in part by the external reviews.

Service Expectations: Candidates should demonstrate leadership within the Department in the area of service. Such leadership may be evidenced by professional activities within the Department, College, and University, as well as professional activities at the regional, state, national and international levels.

Meeting minimal requirements is no guarantee of committee approval. Candidates are judged on the quality as well as the quantity of their work.

6. Supplemental Guidelines

Supplemental academic unit guidelines that do not contradict the CBA should be listed in this section:

The RTP Committee shall conduct its deliberations in accordance with the following policies:

- A. At the conclusion of the discussion of the candidate's qualifications, the RTP Committee shall generate an assessment of the candidate.
- B. After viewing the assessment, the RTP Committee shall vote by secret ballot.
- C. An RTP Committee member absent for a substantial part of the deliberations may not be allowed to vote on the final decision of the committee.
- D. Committee members shall evaluate the candidate in the areas of Research, Teaching, Service and overall value to the department and the University.
- E. After the RTP Committee decision is reached, the Committee Chair shall promptly notify the candidate and the Department Chair in writing of the Committee's recommendation.

7. Materials for External Review

Specific materials that are to be sent to external reviewers for tenure and promotion cases and the bases by which these materials are assessed:

Materials sent to external reviewers shall include the candidate's curriculum vita, the candidate's statement of his/her research program, three of the candidate's papers, chosen by the candidate and the candidate's teaching load history. The language in the solicitation letter for the basis of assessment shall read, in part: 'Our personnel committee is most interested in your assessment of the quality and significance of these selected works, and of Dr. X's research program in light of the candidate's teaching load.'