DATE: April 24, 2012

TO: William M. Sherman
    Sr. Vice President, Provost and C.O.O.

FROM: Chand Midha
      Dean

RE: Reappointment, Tenure and Promotion Guidelines and Criteria

The attached guidelines have been approved by the faculty of the Department of Statistics on April 12, 2012.

I have approved all attached guidelines and criteria.

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

\[Signature\]  4/24/12
Department Chair or Faculty Representative

\[Signature\]  4/25/12
Dean

\[Signature\]  4/30/12
Senior Vice President, Provost and Chief Operating Officer
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, on-going research program.

Teaching Expectations: Candidates are expected to provide evidence of teaching proficiency. The candidate’s teaching credentials shall be measured by the items listed below.

   a. Results of all teaching evaluations (student evaluations, written student comments and peer, mentor or external evaluations of classes and course materials). To result in a favorable committee decision, these evaluations are expected to be largely positive.

   b. Listing of all courses taught, class size, and teaching load by semester.

And where applicable:

   c. Details of courses or workshops developed.

   d. Details of participation in conferences on teaching.

   e. Details of courses or workshops on teaching attended.

   f. Innovations in pedagogy developed or introduced.

Research Expectations: The candidate shall have at least four scholarly works (refereed journal articles, refereed conference proceedings, books, book chapters, or awarded external research grants) 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 two of the candidate’s four scholarly works shall be journal articles. The minimum requirement of two journal articles is satisfied if the articles advance the theory and 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. In this case, the candidate should demonstrate a commitment to interdisciplinary research by a record of participation on grant proposals. Specifically, the candidate should be listed as a principal investigator (PI), co-PI, or statistician, on proposals submitted for external funding.

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
commitees would be sufficient.

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

4. Promotion to Associate Professor

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.

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: In addition to teaching effectiveness, candidates should also
demonstrate initiative in teaching. Such initiative may be evidenced by the
a. Development and implementation of new pedagogies.
b. Mentoring of students and junior faculty.
c. Curriculum development and evaluation.
d. Course coordination.
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 external
grants, since attaining tenure. 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 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 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. In this case, the candidate should demonstrate a commitment to interdisciplinary research by a record of participation on grant proposals. Specifically, the candidate should be listed as a principal investigator (PI), co-PI, or statistician, on externally funded research projects.

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 quality as well as quantity of 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 rate the candidate (on a scale of 0 to 5, 0 being the lowest and 5 being the highest) in the areas of Research, Teaching, Service and overall value to the department and the University. These ratings will be included in the written assessment sent to the chair. Upon request of the candidate, the committee chair shall provide the committee ratings to the candidate.
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.’