Tenure and Promotion
Strategies for Success

Early Development Career Council
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What is Tenure?

“An appointment that assures continuous employment with dismissal only for ‘cause’, financial exigency and academic unit closure”.

From AAUP 1940 statement, purposes of tenure include:

1. Freedom of teaching and research
2. A sufficient degree of economic security
Types of Appointments

- Non-tenure earning, Tenure earning or Tenured
- Ranks: Instructor, Assistant Professor, Associate Professor and Professor
- Policy on switching tracks
- Tenure and promotion are separate processes (separate criteria, separate votes)
- Differ between universities
An Evidence-based Criteria Process

- Each school/college has separate criteria
- Each school/college has a P&T Committee; some departments have P&T committees
- Annual discussion with chair (at least!)
- P&T Committee members are a resource
Preparing Your Application

Start from Day1 collecting information: “Over-collect”

- Create separate folders for Teaching, Research, Service and Miscellaneous
- CV – keep up to date!
2. Narrative
   - Brief summary: How do your accomplishments meet the criteria

3. Institutional Letters
   - This section will be empty
P&T Packet Checklist

4. CV
   • Traditional format – no “fluff”
   • Check dates carefully
   • Make sure citations are accurate and by a standard format

5. External/Internal Review Letters
   • Criteria for external reviewers
   • Solicited by department chair or supervisor
   • See school/college guidelines
6. Recommendation letters
   • Can be placed in appropriate section based on content

7. Teaching
   • Summary of teaching activities (teaching philosophy, how have you improved your teaching?)
   • Examples of innovative learning activities
   • Peer/student feedback (table format if many courses over several years)
8. Research/Scholarship
  • Summary of accomplishments (how projects relate to each other for a focused agenda)
  • An opportunity to explain your role in team projects

9. Service
  • Summary of major service activities, roles on various committees and projects
  • Include professional association and community service
  • For patient care, include summary of responsibilities, innovative initiatives and outcomes
10. Annual Performance Evaluations
   • Include the most recent 4-5 years
General Guidelines

• Activities only count once (for example membership on an editorial board – scholarship or service?)

• Avoid redundancy – (if information is on the CV, don’t repeat in sections)
Resources

Faculty Affairs webpage:
https://www.unthsc.edu/academic-affairs/faculty-affairs/annual-faculty-promotion-and-tenure/

- P&T Timeline
- P&T Checklist
- Links to school/college P&T criteria
- Resource articles
- HSC policies for P&T