

*April 16, 2008*

*Draft of “Proposed Changes in The Faculty Handbook”*

***B. Criteria and Procedures for Promotion and Tenure***

(See Section G for Criteria and Procedures for Promotion and Permanent Status of Faculty Librarians.)

1. The criteria for tenure and promotion at Salisbury University are: (a) teaching effectiveness including student advising; (b) research, scholarship, and, in appropriate areas, creative activities; and (c) relevant service to the community, profession, and institution. **All candidates applying for promotion must show evidence of substantive activity in the areas of teaching, scholarship and service. Candidates applying to the associate and full professor ranks must show excellence in teaching and at least one of the other areas of activity, either scholarship or service.** ~~The relative weight of these criteria will be determined by the mission of the university.~~

2. The activities considered to be within the criteria for promotion and tenure shall be flexible and expansive. The assessment of teaching, research/scholarship/ creative activities, and service during the promotion and tenure process shall give appropriate recognition, consistent with the institution’s mission, to faculty accomplishments that are collaborative, interdisciplinary, and interinstitutional and to faculty innovations in areas such as undergraduate education, minority-achievement programs, K-16 curriculum development, and technology-enhanced learning.

***C. Faculty Ranks***

The following criteria are used at Salisbury University to make decisions about the appointment, promotion, and tenure of faculty.

1. Faculty with Duties Primarily in Instruction, Research and Service: Criteria for Eligibility for Appointment and Promotion to Academic Ranks:

*a. Instructor*

- 1) At minimum, a master's degree in the subject field in which the faculty member teaches.
- 2) Pursuit of continued graduate study toward a doctorate or other terminal degree. Upon completion of requirements for the terminal

degree, an instructor who meets the requirements for assistant professor may be recommended for promotion to the rank of assistant professor.

3) Tenure normally will not be granted at the rank of instructor. The institution will determine the standard for granting tenure in exceptional circumstances.

4) Evidence of potential for effective university teaching.

5) Willingness to participate in the activities of the academic community.

*b. Assistant Professor*

1) The earned doctorate, or recognized terminal degree in the field of specialization from a regionally accredited or internationally reputable foreign institution. In extraordinary circumstances, the president, after consultation with the appropriate faculty committee at the institution, may waive the criterion of the earned doctorate.

2) Evidence of effective teaching.

3) Evidence of scholarly contribution in the area of specialization including, but not limited to, activities such as research, publication, participation in the programs of professional societies, or professionally recognized performance in the arts.

4) Participation in the activities of the academic community at the department, school, and university levels including, but not limited to, such activities as performing assigned administrative duties, assuming **department and Faculty Senate** committee responsibilities, effective academic advising of students, working actively with student organizations, and evidencing interest in external community activities related to the faculty member's area of specialization. In cases where service is not specifically discipline-related, the candidate should describe the service and address how it could be of professional benefit to the candidate and/or to Salisbury University's role in the

community since the faculty member is representing the University positively. Volunteerism related to one's family, hobbies, or special interests may be laudable but may not be weighted heavily if it appears to be more personal than professional.

*c. Associate Professor*

1) The earned doctorate, or recognized terminal degree in the field of specialization from a regionally accredited or internationally reputable foreign institution. In extraordinary circumstances, the president, after consultation with the appropriate faculty committee at the institution, may waive the criterion of the earned doctorate.

2) A minimum of six years of full-time university/college teaching experience with at least five years in assistant professor rank. Exceptions may be made by the provost for comparable professional activity or research.

3) Excellence in teaching.

4) Evidence of scholarly contribution in the area of specialization including, but not limited to, such activities as research, publication, participation in the programs of professional societies, or professionally recognized performance in the arts.

**5) Evidence of leadership roles in the academic community at the department, school and University levels. Chairing Faculty Senate committees is particularly praiseworthy.**

~~Participation in the activities of the academic community at the department, school, and university levels including, but not limited to, such activities as performing assigned administrative duties, committee responsibilities,~~ **Other activities include** effective academic advising of students, working actively with student organizations, and evidencing interest in external community activities related to the faculty member's area of

specialization. In cases where service is not specifically discipline-related, the candidate should describe the service and address how it could be of professional benefit to the candidate and/or to Salisbury University's role in the community since the faculty member is representing the University positively. Volunteerism related to one's family, hobbies, or special interests may be laudable but may not be weighted heavily if it appears to be more personal than professional.

*d. Professor*

1) The earned doctorate or recognized terminal degree in the field of specialization from a regionally accredited or internationally reputable foreign institution. In extraordinary circumstances, the president, after consultation with the appropriate faculty committee at the institution, may waive the criterion of the earned doctorate.

2) A minimum of ten years of full-time university/college teaching experience and at least seven years in the associate professor rank. Exceptions may be made for faculty who have attained national distinction for comparable professional activity or research by the provost.

3) Excellence in teaching.

4) Evidence of scholarly contribution in the area of specialization including, but not limited to, such activities as research, publication, participation in the programs of professional societies, or professionally recognized performance in the arts.

**5) Evidence of leadership roles in the academic community at the department, school and University levels. Chairing Faculty Senate committees is particularly praiseworthy.**

~~Participation in the activities of the academic community at the department, school, and university levels, including,~~

~~but not limited to, performing assigned administrative duties, assuming committee responsibilities,~~ **Other activities include** effective academic advising of students, working actively with student organizations, and evidencing interest in external community activities related to the faculty member's area of specialization. In cases where service is not specifically discipline-related, the candidate should describe the service and address how it could be of professional benefit to the candidate and/or to Salisbury University's role in the community since the faculty member is representing the University positively. Volunteerism related to one's family, hobbies, or special interests may be laudable but may not be weighted heavily if it appears to be more personal than professional.