

Tenure & Promotion Criteria
Department of Communication Studies
May 2014

The Department of Communication Studies standards for tenure and promotion are consistent with the University-wide criteria. This statement is a more precise definition of the department's interpretation of the broader criteria. Candidates should seek the guidance of the chair of the department, dean of the college, and senior faculty to determine the appropriateness of any activity or product that may be used to support a petition for either tenure or tenure and promotion.

Tenure

Tenure is awarded to the candidate who has demonstrated excellence in teaching, progress toward a program of research and discipline-related service. By granting tenure, the department, college and university judge the candidate to be academically strong, professionally committed, and personally responsible to meet the rigors of intellectual leadership. Generally, the candidate is eligible to petition for tenure during the sixth year of full-time employment in the department. However, under unusual circumstances, a candidate may petition early, or may enter the department with negotiated years toward tenure in compliance with the faculty handbook. The requirements for tenure include, but are not limited to the following:

- Ph.D. in Communication or related field.
- A probationary period of 6 years.
- Excellence in teaching as demonstrated by a pattern of consistently positive peer evaluations and chair evaluations of syllabi, test, student products, and classes. This includes positive rating on department and college student perception form and evidence of expertise in student advising.
- One publication that has been refereed by external reviewers, and appears in an academic journal or other academic product such as research-based book chapters, research based book or original work. Work in the Scholarship of Teaching and Learning is acceptable, as is theoretical research. All work must be peer reviewed or refereed. In addition to the required publication, consistent progress in research may also be demonstrated by presentation of research at national and regional conferences.
- Consistent demonstration of active participation in committee work at the department, division, college, university and disciplinary levels. Appropriate communication-related community service may be included.

Promotion

The minimum requirements for promotion are:

Assistant Professor rank is given to a Ph.D. in Communication who has less than 6 years of experience and is hired with the prediction that the candidate is capable of earning tenure.

Associate Professor rank

- A minimum of 6 years of full-time university teaching, three of which must have been at the rank of Assistant Professor.
- Successful teaching as defined for tenure, with additional evidence of development of courses, curricular leadership, and demonstration of effective engagement in classroom performance. Included in this may be evidence of innovation in teaching methods or course materials for courses repeated over a number of semesters or years.
- Research that is presented in refereed papers, convention or conference programs, sabbatical products that are consistent with the sabbatical proposal, and a pattern of on-going research or publication.
- Participation in committee work at department, division, college, university and disciplinary levels.
- Appropriate discipline-related community service may also be demonstrated.

Full Professor rank

- A minimum of 10 years of full time college level teaching, four of which must have been at the Associate rank.
- Continued successful teaching as defined for the Associate Professor rank.
- A sustained pattern of research and publication which may include any combination of refereed papers, articles, academic presentations, academic books, chapters in academic publications, sabbatical products consistent with the sabbatical proposal, teaching resources, teaching and learning resources, student research, and collaborative works with other scholars.
- Service to the department, college, university and community which may include holding offices of leadership in local, regional, national or community, professional or academic organizations and/or providing expertise to local, regional or national groups.

Merit Increases

Each year all faculty members will be evaluated by the department chair for the purposes of improving individual performance, determining merit increases and departmental success. The individual faculty member will be given merit increases based on individual productivity.

Teaching—60%

The criteria applied for the respective ranks of Assistant, Associate, and Full Professor will be used to determine the percentage increase of each year's salary.

Research and Publication—25%

The criteria applied for the respective ranks of Assistant, Associate, and Full Professor will be used to determine the percentage increase of each year's salary.

Service—15%

The criteria applied for the respective ranks of Assistant, Associate, and Full Professor will be used to determine the percentage increase of each year's salary.