

Psychology Department Tenure and Promotion Criteria Interpretation

TENURE

To be recommended for tenure in the Psychology Department, a candidate must meet the criteria described below.

I. Educational Credentials

To be recommended for tenure in the Psychology Department, a candidate must have a doctoral degree in Psychology.

II. Experience/Length of Service Requirements

To be recommended for tenure in the Psychology Department, a candidate must complete a probationary period not to exceed six years.

III. Teaching Credentials

To be recommended for tenure in the Psychology Department, a candidate must:

- a. demonstrate a record of positive student evaluations during at least the last 2 years of the probationary period (the candidate will create an overall, unweighted average across classes for Sections A, B, C, and item 40/41 on the SIR-II; successful teaching will typically be defined as an average of 4.0 or higher for each of the four domains);
- b. demonstrate a record of commitment to teaching development that must include classroom observations of teaching by tenured faculty (including but not limited to Psychology Department faculty), use of feedback (e.g., course evaluations, teaching observations, peer consultation) to improve courses, and engagement in activities related to teaching development (e.g., active participation in C-TEL, attending external teaching workshops or conferences);
- c. after the first year of the probationary period, demonstrate a record of consistently mentoring a minimum of three student-driven scholarly projects outside of assigned teaching load (e.g., PY 389, PY 390, PY 336, master's thesis, EST case study), each year, on average; one of the three projects must be empirical; each project must be completed by a different student.

Candidates not meeting one or more of the standards above may include 1-2 paragraphs explaining any extenuating circumstances that could justify an exception to a standard.

IV. Research and Scholarship Credentials

To be recommended for tenure in the Psychology Department, a candidate must have completed a minimum of:

- a. one professional publication (e.g., peer-reviewed journal article, chapter in an edited book, textbook, treatment manual, professional book); AND
- b. at least one student-driven project presented with students at one or more external conferences (e.g., SWPA, MPA, Great Plains, PERK) per year, on average; faculty may serve as either a co-author or mentor on the project.

Publication(s) and presentations that include undergraduate and/or graduate students as well as the candidate (regardless of authorship order) are acceptable.

If a faculty member believes that s/he has done something which would be considered “scholarship” by “reasonable people” in the relevant contemporary academic community, but which does not fit the categories above, s/he shall submit to the departmental faculty a 1-2 paragraph description of her/his activity and how s/he believes it should be counted. Faculty will then be asked to submit a 1-paragraph reaction in writing to the chair, who shall make the final decision on whether the activity should be considered for tenure and/or promotion.

V. Service Credentials

To be recommended for tenure in the Psychology Department, a candidate must demonstrate a pattern of service activity, which at minimum includes successful departmental service and successful service in at least one other appropriate domain (i.e., university, community, profession). For the purpose of tenure, service includes meeting departmental standards for professional ethics and collegiality within and beyond the department. That is, a successful candidate for tenure will demonstrate a record absent a pattern of problems in ethics, professionalism, and collegiality in all areas of service (i.e., department, university, community, profession), teaching, and research.

Examples of appropriate service domains include (but are not necessarily limited to): serving as a committee member on graduate and undergraduate thesis committees; active participation on other Department, Division, College, and/or University committees; serving as officer/board member/committee member for professional organizations; service as journal editor, consulting editor or reviewer; ad hoc reviewer of psychology textbooks/journal articles; active participation in, or consulting with community organizations which utilize professional expertise; presentation of psychological material to community groups; sponsorship of Washburn student organizations; and active representation of the University where professionally appropriate.

ASSISTANT PROFESSOR

To be recommended for appointment to the rank of Assistant Professor in the Psychology Department, a candidate must meet the criteria described below.

I. Educational Credentials

To be recommended for appointment to the rank of Assistant Professor in the Psychology Department, a candidate must have a doctoral degree in Psychology.

II. Experience/Length of Service Requirements

To be recommended for promotion to Associate Professor in the Psychology Department, a candidate must complete six years of full-time college level academic experience, three of which must have been at the rank of Assistant Professor.

III. Teaching Credentials

To be recommended for appointment or promotion to the rank of Associate Professor in the Psychology Department, a candidate must:

- a. demonstrate a record of positive student evaluations during at least the last 2 years of the probationary period (the candidate will create an overall, unweighted average across classes for Sections A, B, C, and item 40/41 on the SIR-II; successful teaching will typically be defined as an average of 4.0 or higher for each of the four domains);
- b. demonstrate a record of commitment to teaching development that must include classroom observations of teaching by tenured faculty (including but not limited to Psychology Department faculty), use of feedback (e.g., course evaluations, teaching

- observations, peer consultation) to improve courses, and engagement in activities related to teaching development (e.g., active participation in C-TEL, attending external teaching workshops or conferences);
- c. after the first year of the probationary period, demonstrate a record of consistently mentoring a minimum of three student-driven scholarly projects outside of assigned teaching load (e.g., PY 389, PY 390, PY 336, master's thesis, EST case study), each year, on average; one of the three projects must be empirical; each project must be completed by a different student.

Candidates not meeting one or more of the standards above may include 1-2 paragraphs explaining any extenuating circumstances that could justify an exception to a standard.

IV. Research and Scholarship Credentials

To be recommended for appointment or promotion to the rank of Associate Professor in the Psychology Department, a candidate must have completed a minimum of:

- a. one professional publication (e.g., peer-reviewed journal article, chapter in an edited book, textbook, treatment manual, professional book)
- b. one additional publication OR 5 peer-reviewed presentations at regional, national, or international conferences, with at least two of the presentations at a national or international conference.
- c. at least one student-driven project presented with students at external conferences (e.g., SWPA, MPA, Great Plains, PERK) per year of service, on average; faculty may serve as either a co-author or mentor on the project.

Publication(s) and presentations that include undergraduate and/or graduate students as well as the candidate (regardless of authorship order) are acceptable.

If a faculty member believes that s/he has done something which would be considered "scholarship" by "reasonable people" in the relevant contemporary academic community, but which does not fit the categories above, s/he shall submit to the departmental faculty a 1-2 paragraph description of her/his activity and how s/he believes it should be counted. Faculty will then be asked to submit a 1-paragraph reaction in writing to the chair, who shall make the final decision on whether the activity should be considered for tenure and/or promotion.

V. Service Credentials

To be recommended for appointment or promotion to the rank of Associate Professor in the Psychology Department, a candidate must demonstrate a pattern of service activity which at minimum includes successful departmental service and successful service in at least one other appropriate domain (i.e., university, community, profession). For the purpose of promotion, service includes meeting departmental standards for professional ethics and collegiality within and beyond the department. That is, a successful candidate for tenure will demonstrate a record absent a pattern of problems in ethics, professionalism, and collegiality in all areas of service (i.e., department, university, community, profession), teaching, and research.

Examples of appropriate service domains include (but are not necessarily limited to): serving as a committee member on graduate and undergraduate thesis committees; active participation on other Department, Division, College, and/or University committees; serving as officer/board

member/committee member for professional organizations; service as journal editor, consulting editor or reviewer; ad hoc reviewer of psychology textbooks/journal articles; active participation in, or consulting with community organizations which utilize professional expertise; presentation of psychological material to community groups; sponsorship of Washburn student organizations; and active representation of the University where professionally appropriate.

PROFESSOR

To be recommended for appointment to the rank of Professor in the Psychology Department, a candidate must meet the criteria described below.

I. Educational Credentials

To be recommended for appointment to the rank of Professor in the Psychology Department, a candidate must have a doctoral degree in Psychology.

II. Experience/Length of Service Requirements

To be recommended for promotion to Professor in the Psychology Department, a candidate must have completed ten years of full-time college level academic experience, four of which must have been at the rank of Associate Professor.

III. Teaching Credentials

To be recommended for appointment or promotion to the rank of Professor in the Psychology Department, in the four years prior to submission of the petition for promotion, a candidate must:

- a. demonstrate a record of positive student evaluations (the candidate will create an overall, unweighted average across classes for Sections A, B, C, and item 40/41 on the SIR-II; successful teaching will typically be defined as an average of 4.0 or higher for each of the four domains);
- b. demonstrate a record of commitment to teaching development that must include classroom observations of teaching by tenured faculty (including but not limited to Psychology Department faculty), use of feedback (e.g., course evaluations, teaching observations, peer consultation) to improve courses, and engagement in activities related to teaching development (e.g., active participation in C-TEL, attending external teaching workshops or conferences);
- c. demonstrate a record of consistently mentoring a minimum of three student-driven scholarly projects outside of assigned teaching load (e.g., PY 389, PY 390, PY 336, master's thesis, EST case study), each year, on average; one of the three projects must be empirical; each project must be completed by a different student (expectation will be adjusted downward proportionally for years with reassigned time).
- d. provide evidence of mentoring other faculty in teaching (e.g., observing and providing feedback on teaching to junior faculty; participating in a faculty mentoring program; conducting CTEL workshops; providing continuing education relevant to teaching in the department).

Candidates not meeting one or more of the standards above may include 1-2 paragraphs explaining any extenuating circumstances that could justify an exception to a standard.

IV. Research and Scholarship Credentials

To be recommended for appointment or promotion to the rank of Professor in the Psychology Department, a candidate must have completed a minimum of:

- a. one professional publication (e.g., peer-reviewed journal article, chapter in an edited book, textbook, treatment manual, professional book)
- b. one additional publication OR 5 peer-reviewed presentations at regional, national, or international conferences, with at least two of the presentations at national or international conference.
- c. at least one student-driven project presented with students at external conferences (e.g., SWPA, MPA, Great Plains, PERK) per year of service since the last promotion, on average; faculty may serve as either a co-author or mentor on the project.

Publication(s) and presentations that include undergraduate and/or graduate students as well as the candidate (regardless of authorship order) are acceptable.

If a faculty member believes that s/he has done something which would be considered “scholarship” by “reasonable people” in the relevant contemporary academic community, but which does not fit the categories above, s/he shall submit to the departmental faculty a 1-2 paragraph description of her/his activity and how s/he believes it should be counted. Faculty will then be asked to submit a 1-paragraph reaction in writing to the chair, who shall make the final decision on whether the activity should be considered for tenure and/or promotion.

IMPORTANT: The scholarship used to support the recommendation for tenure and/or promotion to the rank of Associate Professor in the Psychology Department may not be those used to support the appointment or promotion to the rank of Professor in the Psychology Department.

V. Service Credentials

To be recommended for appointment or promotion to the rank of Professor in the Psychology Department, a candidate must demonstrate a pattern of service activity which at minimum includes successful departmental leadership and successful leadership in at least one other appropriate domain (i.e., university, community, profession). For the purpose of promotion, service includes meeting departmental standards for professional ethics and collegiality within and beyond the department. That is, a successful candidate for tenure will demonstrate a record absent a pattern of problems in ethics, professionalism, and collegiality in all areas of service (i.e., department, university, community, profession), teaching, and research.

Examples of appropriate service domains include (but are not necessarily limited to): serving as a committee member on graduate and undergraduate thesis committees; active participation on other Department, Division, College, and/or University committees; serving as officer/board member/committee member for professional organizations; service as journal editor, consulting editor or reviewer; ad hoc reviewer of psychology textbooks/journal articles; active participation in, or consulting with community organizations which utilize professional expertise; presentation of psychological material to community groups; sponsorship of Washburn student organizations; and active representation of the University where professionally appropriate.

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