PROMOTION & TENURE WORKSHOP

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UNIVERSITY PROMOTION & TENURE CRITERIA

• Sustained Excellence in scholarly or creative accomplishments AND teaching AND service

• Is there evidence that you:
  • have (or will) achieve national and international recognition as a scholar or creative artist in your field?
  • have demonstrated excellence as a teacher and mentor?
  • make positive contributions in service to the university and your academic discipline?
WHAT EVIDENCE WILL REPRESENT YOU?

- Dean’s and Chair’s letters
- External letters (from top scholars in your field)
- C.V.
- Evidence of Achievements (publications/supporting materials)
- Research, Teaching and Service Statements
- Annual Letters of Progress toward P&T
- 2nd & 4th Year Review Narratives
PEER REVIEW, PEER REVIEW, PEER REVIEW.....

• Peer reviews of scholarship and creative works
• Peer reviews of grant proposals (in disciplines where external support is expected)
• Peer (and student) “reviews” of your teaching
• OUTSIDE LETTERS – all about peer review
WHO IS ELIGIBLE?

• For tenure:
  • In tenure-earning positions
  • Recommended by academic unit
  • Minimum of 5 years in rank
    • includes “tenure credit”
    • Does not include years when “tenure clock” is stopped
WHO IS ELIGIBLE?

• For promotion to Full:
  • Associate Professors
  • Recommended by academic unit
  • Time in rank varies

• For promotion to Associate:
  • In tenure-earning position
  • Recommended by academic unit
  • Typically reviewed in 6th year in rank, simultaneously with tenure review
  • May be reviewed prior to tenure review
HOW DO I KNOW IF I’M MAKING PROGRESS TOWARD PROMOTION/TENURE?

"Your evaluation will be based on what you do in the next thirty seconds. Go!"
FACULTY EVALUATIONS AT FSU

• When do evaluations occur?
  • Annually: ratings plus progress toward P&T letters
  • 3rd year mini-P&T reviews (recently switched from 2nd & 4th year reviews)
  • P&T review (full formal review with outside letters)

• Who evaluates you for promotion and tenure?
  • Tenured faculty in your academic unit
  • Department Committee & Chair
  • College Committee & Dean
  • University Committee
  • Provost, President, Board of Trustees
TYPICAL TENURE TIMELINE*

*FOR ASSISTANT PROFESSORS WITH NO “TENURE CREDIT”

- **Spring semester of your 5th year**: department recommends that you put together materials for P&T review (or recommends waiting a year)
- **Summer between your 5th & 6th years**: outside letters are requested by your chair/dean and you are asked to prepare your P&T “binder”
- **Fall semester of your 6th year**: you submit your materials to the online P&T portal - the official start of your formal P&T review
TENURE TIMELINE (CONT’D)

Fall Semester of your 6th year:

September: Department/School vote

October: College vote (in A&S, college vote is preceded by votes by the Humanities and Sciences committees)

December: University P&T Committee votes

January: review by Provost & President

Final Decision: typically January-February
MODIFICATIONS AND CONSIDERATIONS DUE TO COVID-19

• Include professional activities (e.g., conference presentation; invited address) that were cancelled due to COVID on your P&T CV with this note: “Cancelled due to COVID”

• Discuss negative impact of current COVID-related circumstances (e.g., Human Subjects research not permitted; delays in reviews of book contracts, journal submissions) with your supervisors (chairs, directors, deans) and mentor committees; this information should be noted in your progress toward P&T letters.

• Extension of the “tenure clock”: FSU policy allows faculty members to request extensions of the tenure clock due to circumstances that cause substantial disruptions to their faculty work
FACULTY CANDIDATE’S ROLE

Make it easy for your faculty colleagues, chair, dean to see what you’ve accomplished

Tell “your story” well

- What are your most important professional accomplishments?
- Why is your work important to the university, nation, world?
FACULTY CANDIDATE’S ROLE

Selection of external letter writers

• Provide list of possible letter writers (if asked)
  • DON’T directly contact potential letter writers
• Prepare short bio’s of potential letter writers to chair/director/deans
• Be clear about whether there are “existing” relationships
QUESTIONS?