

## Department of Health and Kinesiology

### TENURE AND PROMOTION GUIDELINES

Texas A&M University has published general criteria for tenure and promotion within the tenure-track ranks. These general criteria are presented on the *University Rules* web site (<http://rules-saps.tamu.edu/PDFs/12.01.99.M2.pdf>) under section 12.01.99.M2 – “University Statement on Academic Freedom, Responsibility, Tenure, and Promotion.”

Additionally, in the spring of each year the Dean of Faculties distributes the tenure and promotion procedures for the following year. A hard copy of these procedures can be obtained from the Department Head, and the information is also available on the Dean of Faculties’ web site (<http://dof.tamu.edu/admin/tp>).

Finally, each spring the College of Education and Human Development distributes the time lines for the promotion and tenure process for the following year. A copy of this time line can be obtained from the Department Head.

The purpose of this document is to provide the perspective of the Tenure and Promotion Committee of the Department of Health and Kinesiology regarding the criteria for tenure and promotion. It does not reiterate all of the information contained in the above-mentioned materials, but attempts to clarify the specific expectations of the Department for tenure and promotion. The Committee consists of all departmental tenured faculty members who hold the rank of full, distinguished professor (excluding the department head) and associate professor.

#### Criteria for Tenure and/or Promotion

The three areas that the committee evaluates in considering an individual for tenure and/or promotion are teaching, research, and service, with emphasis placed on teaching and research. As prescribed by the University, particular attention is given to activities or products that have been peer-reviewed. The Committee generally considers tenure to relate more to potential (i.e., what evidence indicates this individual will be a productive faculty member for the remainder of his or her professional life, significantly contributing to the academic success of the specific academic unit?), and promotion, more to the level of achievement (i.e., what has this individual accomplished to justify the academic rank for which he or she is being considered?). Nonetheless, assistant professors are considered for promotion to associate professor and tenure concurrently, and are not awarded one without the other.

For all three areas, the primary consideration is given to accomplishments at Texas A&M. In other words, whereas productivity prior to arriving at Texas A&M is important, the Committee seeks compelling evidence that the candidate is able to attain and maintain the expected level of excellence in this environment. This is particularly important in the area of research. The obvious exception is when a senior faculty member is recruited with tenure. However, the Committee will still attempt to predict whether or not the new hire will be productive at Texas A&M.

## **Teaching**

The Tenure and Promotion Committee will not support any candidate who does not demonstrate an interest in teaching, and is particularly supportive of candidates who excel in the research training of graduate students. Following are examples of the criteria that will be used in evaluating teaching. Other criteria may also be considered.

1. Effective teaching performance, as evidenced by peer evaluation, student satisfaction, and student outcomes
2. Direction of graduate research and direction of graduate student thesis or dissertation research that result in publication in high impact journals
3. Placement of graduate students or post-doctoral fellows into significant academic, scholarly, or professional positions
4. Receipt of research awards by the faculty member's students
5. Selection for outstanding teaching awards
6. Publication of instructional materials
7. Receipt of grant support for teaching/learning projects
8. Participation in University Honors or other programs for mentoring the professional development of students

## **Research**

The Tenure and Promotion Committee will not support any candidate who does not demonstrate a focused research program leading to publication of peer-reviewed papers in high impact journals. Successful candidates should also demonstrate efforts to obtain funding to support their research. Following are examples of the criteria that will be used in evaluating research. Other criteria may also be considered.

1. Publication of research in high-impact peer-reviewed journals (the most obvious measure of impact is the Institute of Scientific Information's *Science Citation Index* or *Social Science Index*, although other measures may be considered)
2. Obtaining extramural funding to support a focused research program, particularly major federal grants
3. Receiving a major fellowship or research award
4. Frequent citation of publications

5. Serving as an editor, on the editorial board, or as a manuscript reviewer for peer-reviewed, high-impact journals
6. Serving on a study section or as an *ad hoc* member for a federal or other national granting agency
7. Publication of a peer-reviewed scholarly book by a reputable publisher
8. Presentation of invited papers at national/international meetings

### **Service**

The Tenure and Promotion Committee will not support any candidate who has not demonstrated willing citizenship by participating in appropriate departmental, college, university, or professional service activities. Following are examples of the criteria that will be used in evaluating service. Other criteria may also be considered.

1. Serving as an officer in a international, national, regional, or state professional organization
2. Serving as a chair or member of a committee in a professional organization
3. Serving as an officer or member of the Faculty Senate
4. Serving as a chair or member of a university, college, or departmental committee
5. Serving on a major governmental commission, task force, or board
6. Serving as an advisor to a student organization
7. Serving in an administrative leadership role

### **General Comments Concerning the Criteria**

*Promotion from Assistant Professor to Associate Professor requires that an individual exhibit:*

1. an exemplary level of accomplishment as measured against the contributions of beginning associate professors in his or her field at peer institutions;
2. professional conduct conducive to a collegial work environment and standards of professional integrity that will advance the interests of Texas A&M University;
3. a focused area of research germane to the programs and goals of the Department of Health and Kinesiology and Texas A&M University;
4. clear evidence of the expected productivity *at Texas A&M*, and evidence of a commitment to

maintaining the level of competence expected of a tenured faculty member at a tier one research university; and

5. clear and convincing evidence of emerging status as a national authority.

*Promotion from Associate Professor to Professor requires that an individual exhibit:*

1. an exemplary level of accomplishment as measured against the contributions of beginning full professors in his or her field at peer institutions;

2. continuing professional conduct conducive to a collegial work environment and standards of professional integrity that will advance the interests of Texas A&M University;

3. a focused area of research germane to the programs and goals of the Department of Health and Kinesiology and Texas A&M University;

4. compelling evidence of a commitment to maintaining the level of competence expected of a tenured faculty member at a tier one research university;

5. clear and convincing evidence of status as a national authority; and

6. evidence of valuable professional service.

### **Probationary Periods**

The rules pertaining to probationary periods at Texas A&M University are described in the *University Statement on Academic Freedom, Responsibility, Tenure, and Promotion* (12.01.99.M2) (<http://rules.tamu.edu/urules/100/120199m2.htm>) and the tenure and promotion procedures memorandum distributed by the Dean of Faculties. Note that for promotion from assistant professor to associate professor with tenure, the “probationary period shall not exceed seven years of full-time service beginning with the appointment as assistant professor. The probationary period may include appropriate full-time service at other institutions of higher education. If a faculty member has served a term of probationary service at one or more institutions, the probationary period at Texas A&M University may be for fewer than seven years.” The University does not recognize a minimum time for promotion and tenure. The initial contract for an assistant professor coming to Texas A&M with previous experience will typically describe the maximum probationary period, but will also indicate that the faculty member may be considered for tenure and promotion at an earlier time. Faculty members should recognize that to receive the endorsement of the Tenure and Promotion Committee in an “early” tenure and promotion consideration, they must clearly meet the expected standards.

Typically, promotion from associate professor to professor would occur when the faculty member meets the expected criteria and has completed at least eight years as an associate professor from the effective date of appointment as associate professor to the effective date of appointment as professor. However, time in rank is not the primary criterion for promotion, and associate professors with outstanding credentials may be considered at an earlier time. Nonetheless, to receive the endorsement of the Tenure and Promotion Committee in an “early” tenure and promotion consideration, the faculty member must unambiguously meet the expected

standards for a full professor.

To repeat, it is important to recognize that before faculty members will be supported for tenure and/or promotion in this department, they must have demonstrated the expected level of productivity and momentum *at Texas A&M*. Thus, even those with strong credentials and a demonstrated productivity at other institutions would not normally be supported for tenure and/or promotion for several years after moving to Texas A&M.

Assistant professors will work closely with the department head and the mentoring committee in considering whether to go up for tenure and promotion before the normal probationary period has expired. Associate professors should communicate with the department head and members of the Tenure and Promotion Committee in this regard.

### **COMPOSITION OF HLKN TENURE & PROMOTION COMMITTEE**

The Department of HLKN Tenure and Promotion Committee will be comprised of:

- All tenured Full-Professors within the Department of HLKN; and,
- All tenured Associate Professors within the Department of HLKN.

#### **Roles:**

- The T&P committee will be chaired by a tenured Full Professor upon committee election.
- Tenured Full Professors will participate and vote on all promotion and tenure decisions.
- Tenured Associate Professors will participate and vote on tenure and promotion decisions to the Associate Professor level.

*Original T&P Guidelines; Adopted and Approved (date unidentified)*

*Revisions Approved June 2004*

*Revisions Adopted October 2008; Final Approval March 2009 (re: change in composition of T&P Committee)*