

College of Technology Promotion, Tenure, and Evaluation Policy

Alignment with University Policy

Section 305 of the University Handbook sets forth detailed policies and procedures related to faculty appointment, promotion, and tenure. This policy is meant to align with applicable University policies and provide College-level clarifications. All University Handbook references are to the current edition. Unless otherwise noted, definitions in one section apply to all sections of the document. The expectations and procedures in this policy are meant to harmonize with other relevant policies.

The role of College policy is to ensure department and college standards are interpreted fairly, consistently, and in alignment with University policy.

Any standard may be waived when the department committee, department chair, College committee, and the College Dean agree that such action is warranted.

Basic expectations of all faculty members are outlined in the ISU Faculty Handbook. Each department may have additional expectations for faculty in their policies.

Domains of Faculty Work

Faculty will engage in the three interrelated domains of faculty work: teaching, scholarship, and service as applicable to their appointment. Credentials, experience, and other factors are also important. Administration is not a domain of faculty work. Administrative or other reassignments do not reduce or alter the criteria for promotion, tenure, or evaluation. Note that some activities, e.g., some administrative duties, may not fit into any domain.

Standards of Achievement by Rank

The following sub sections summarize the standards for initial appointment or promotion to each rank.

Lecturer

The following standards must be met. For initial appointment, the faculty member must be evaluated by the department promotion and tenure committee and department chair to have the **potential** to meet the Basic Expectations of All Faculty members and perform at a sustained level.

- Have the degree and work experience required for the rank.
- Meet the Basic Expectations of All Faculty Members related to the assignment.
- Perform at the sustained level in teaching, scholarship, and service as assigned.

Instructor

The following standards must be met. For initial appointment, the faculty member must be evaluated by the department promotion and tenure committee and department chair to have the **potential** to meet the Basic Expectations of All Faculty Members and perform at a sustained level.

- Have the degree and work experience required for the rank.
- Meet the Basic Expectations of All Faculty Members related to the assignment.
- Perform at the sustained level in teaching, scholarship, and service as assigned.

39 **Senior Instructor**

40 Since promotion to Instructor, the following standards must be met. No instructor shall be initially
41 appointed to the Senior Instructor rank.

- 42 • Have the degree and work experience required for the rank.
- 43 • Meet the Basic Expectations of All Faculty Members related to the assignment.
- 44 • Perform at the substantial level in teaching, scholarship, and service as assigned.
- 45 • Meet department standards for promotion to Senior Instructor.

46 **Assistant Professor**

47 The following standards must be met. For initial appointment, the faculty member must be
48 evaluated by the department promotion and tenure committee and department chair to have the
49 **potential** to meet the basic expectations of all faculty members and perform at a
50 sustained/substantial level.

- 51 • Have the degree and work experience required for the rank.
- 52 • Meet the Basic Expectations of All Faculty Members related to the assignment.
- 53 • Perform at the sustained level in teaching, scholarship, and service.

54 **Associate Professor**

55 Since promotion to Assistant Professor, the following standards must be met. No faculty member
56 will be hired as an Associate Professor without having been an Assistant Professor for a minimum
57 of 6 years. An Associate Professor may not be awarded tenure upon being hired.

- 58 • Have the degree and work experience required for the rank.
- 59 • Meet the Basic Expectations of All Faculty Members related to the assignment.
- 60 • Perform at the substantial level in teaching, scholarship, and service as assigned.
- 61 • Meet department standards for promotion to Associate Professor.

62 **Professor**

63 Since promotion to Associate Professor, the following standards must be met. No faculty member
64 will be hired as a Professor without having been an Associate Professor for a minimum of 4 years.

- 65 • Have the degree and work experience required for the rank.
- 66 • Meet the Basic Expectations of All Faculty Members related to the assignment.
- 67 • Professional recognition at the national level.
- 68 • Meet department standards for promotion to Professor via Option I or II below.

69 **Option I**

- 70 • Perform at the substantial level in teaching, scholarship, and service as assigned.

71 **Option II**

- 72 • In two of three domains perform at the sustained and/or substantial level as assigned.

110 normal promotion process. The department promotion and tenure committee, department chair,
111 College committee, and dean will make a recommendation concerning the appropriate rank and/or
112 tenure, per the department document and the College document, as they would for a faculty
113 member being promoted by the normal process and timeline; the substantive difference being that
114 an expedited timeline will be used. If at all possible, the process to evaluate new hires will take
115 place during the fall or spring terms and not during the summer, winter, or other break.

116 **Promotion and Tenure Committees**

117 No administrator or faculty member with 50% or more administrative reassignment may serve on
118 the College or any department's promotion and tenure committee.

119 A faculty member may not participate in more than one recommendation for a given case, e.g., a
120 person cannot vote at the College and department level about the promotion or tenure of a faculty
121 member.

122 A faculty member may not serve on the College or any department's promotion and tenure
123 committee if he or she will be reviewed that year for promotion or tenure.

124 Note that a committee at the College or department level may perform other functions in addition
125 to promotion and tenure, e.g., biennial review or sabbatical recommendation. Per other policies, a
126 faculty member may serve on a broader committee for those other purposes, but would in all cases
127 recuse her or himself from any participation regarding their own case.

128 College committee selection is governed by the College constitution and by-laws.

129 Department committee members are selected per department policy by vote of regular faculty
130 members of the department.

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