

TENURE AND PROMOTION GUIDELINES APPLICABLE TO ALL CASE FACULTY

Faculty Handbook

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Criteria for Professor Merit:

COLLEGE OF Arts, Sciences, and Engineering
DEPARTMENT OF Entertainment Industry
GUIDELINES FOR TENURE AND PROMOTION
January 2022

Introduction

The composition of the department tenure committee shall be all tenured faculty. In the event there is not a minimum of three tenured faculty, members may be appointed from other disciplines upon the recommendation of the department chair and approval of the Dean of the College of Arts, Sciences, and Engineering.

Department of Entertainment Industry Tenure Evaluation

The Department of Entertainment Industry Tenure Committee will evaluate the quality and quantity of professional accomplishments in the three areas identified in section 3.5.4.2 of the *Faculty Handbook* and collegiality to make its recommendation for or against the granting of tenure.

- a. Teaching or other professional effectiveness;
- b. Scholarly or creative performance; and
- c. Service to the University and the community.
- d. An essential minimum of collegiality

During the first three (3) years, tenure-track faculty will be observed annually by a tenured faculty member or peer committee. Observations are to be conducted at a mutually convenient class or classes. Additional observations may be made by the department chair.

For tenure and Assistant Professor

Teaching (including advising)	50%
Scholarship	30%
Service	20%

For tenure and associate professor

Teaching (including advising)	40%
Scholarship	35%
Service	25%

For full professor

Teaching (including advising)	40%	
Scholarship	20%	40%
Service		

- textbooks
- refereed articles in professional journals or refereed chapters in books
- book reviews and encyclopedia entries
- the delivery of scholarly papers or creative work at conferences
- Grant proposals, funded and unfunded
- Authoring manuals, handbooks, newsletters and/or press kits for performing arts events

Creative Activity

Possible areas of activity including, but not limited to):

- original compositions
- recordings
- media productions (film, video, graphics, sound effects, etc)
- films
- software
- Theatrical productions and performances
- Directing festivals, workshops, and seminars outside of UNA

Professional activities

It is sometimes difficult to differentiate between scholarly work and public service with regard to professional activities. An attempt is made below at a *guideline only*.

Possible areas of activities (including, but not limited to):

- receipt of major honors and awards, including fellowships and research grants
- the presentation of invited papers and lectures

Service

Possible areas of service (including, but not limited to):

- departmental, college and university committees
- academic senate and shared governance
- Public service related to the discipline
- Service to the profession
- holding of offices in professional organizations and membership on editorial and advisory boards

Criteria for Professor Merit:

Those seeking Professor Merit after five years in or in the fifth year of the rank of Professor should demonstrate ongoing, excellent, and significant activity over the past five years in the areas of teaching, research/creative activity, and service.

For teaching, self-assessment, chair evaluations, peer review, and student evaluations should reflect effective teaching, syllabi should contain appropriate student learning outcomes with effective assessments that match the learning outcomes, and there should be evidence that the candidate continues to be abreast of recent developments or activity in the field during the past five years.

For research/creative activity, there should be documented and ongoing evidence of a national and/or international presence in venues deemed by their department to be of appropriate and high quality in the discipline during the past five years.

For service, there should be evidence of continued service at the department, college, and university levels as well as an indication of professional service during the past five years.

Criteria for Senior Lecturer:

Those seeking Senior Lecturer after five years in or in the fifth year of the rank of Lecturer should demonstrate ongoing, excellent, and significant activity over the past five years in the areas of teaching and service.

For teaching, self-assessment, chair evaluations, peer review, and student evaluations should reflect effective teaching, syllabi should contain appropriate student learning outcomes with effective assessments that match the learning outcomes, and there should be evidence that the candidate continues to be abreast of recent developments or activity in the field during the past five years.

For service, there should be evidence of continued service at the department, college, and university levels as well as an indication of professional service during the past five years.