

# **Reappointment, Tenure, and Promotion Criteria Department of Literacy Studies and Elementary Education**

## **LSEE Department Criteria Reappointment, Tenure and Promotion**

The following describes minimal levels of performance expected of probationary candidates in the Department of Literacy Studies and Elementary Education (LSEE). Simply meeting all of the criteria does not in itself constitute qualification for tenure and promotion but does indicate reasonable progress toward tenure and promotion. Failure to meet any one of these criteria does raise serious concerns about a candidate's qualification for tenure and promotion.

### **Teaching and Supervision Effectiveness**

Beginning with the candidate's fourth teaching semester at SSU, and subsequently, the candidate is expected to demonstrate:

1. A minimum 3.75 mean score on the combined means of all SETE teaching items across all courses submitted for RTP evaluation. Any item receiving an average score of 2.50 or less needs to be specifically addressed in the self-assessment of teaching and professional activity, and specific steps to be taken to address the area(s) of weakness should be described.
2. Consistently positive student comments and peer recommendations on teaching and supervision
3. Annual self-assessments of teaching and professional activity that describe the candidate's practice in detail, analyze and reflect thoughtfully on practice, show evidence of learning and growth, and include plans for improvement.

### **Scholarship**

Across the period from initial tenure-track appointment to recommendation for tenure and promotion, the candidate is expected to demonstrate:

1. Publication of one chapter in a professionally edited book OR one peer-reviewed article, AND
2. At least two items from the following list:
  - Funded grant (internal or external)
  - Publication of one chapter in a professionally edited book OR one peer-reviewed article
  - Four peer-reviewed professional conference presentations
  - Accepted book proposal
  - Book review published in professional publication
  - Editorship of a professional journal

- Development of original curricular, pedagogical, and other education resources (such as CD-ROMS, videos, websites, textbooks, and clinical instruction documents) that have been reviewed and disseminated through professionally recognized channels (such as a professional publisher or professional organization)
- Design of new courses and new programs that have been approved through regular University channels
- Significant assessment reports that have been submitted to an accreditation agency or to University administration
- Combination of other scholarly pursuits or achievement that lead to a published product, such as service on review boards for professional associations, leadership in professional organizations, and submitted book and grant proposals

### **Service**

Across the period from initial tenure-track appointment to recommendation for tenure and promotion, the candidate is expected to demonstrate:

1. 3 years of University-level committee service (one committee for one term)
2. Service on at least one School or Department committee per year
3. Service as program advisor/coordinator/director/convener
4. Significant participation in department business, including thesis committees
5. Portfolio and PACT assessment
6. Two years of professionally-related community service

## **LSEE Department Criteria Promotion from Associate to Professor**

The following describes minimal levels of performance expected of associate professors who wish to be considered for promotion to professor by the LSEE Department. Simply meeting all of these criteria does not in itself constitute qualification for promotion but does indicate reasonable progress toward promotion to full professor. Across the period from initial promotion and to recommendation for professor, the candidate is expected to demonstrate performance in the areas of teaching, scholarship, and service.

LSEE Department faculty members are committed to the idea that candidates for professor exhibit leadership. The candidate for promotion to professor is expected to demonstrate and document leadership in at least 2 of the 3 areas of review.

### **Teaching and Supervision Effectiveness**

Across the period from tenure and initial promotion to recommendation for full professor, the candidate is expected to demonstrate:

1. A minimum 3.75 mean score on the combined means of all SETE teaching items across all courses submitted for RTP evaluation
2. Consistently positive student comments and peer recommendations for teaching and student supervision
3. Self-assessments of teaching and professional activity in the year prior to promotion that describe the associate professor's practice in detail, analyze and reflect thoughtfully on the practice, and show evidence of learning and growth
4. Leadership in terms of developing new programs, curricula, and courses, or other significant leadership activities

### **Scholarship**

Across the period from tenure and initial promotion to recommendation for full professor, the candidate is expected to demonstrate:

1. Publication of one chapter in a professionally edited book OR one peer-reviewed article, AND
2. At least two items from the following list:
  - Funded grant (PI or Co-PI)
  - Publication of one chapter in a professionally edited book OR one peer-reviewed article (First Author)
  - Four peer-reviewed professional conference presentations
  - Accepted book proposal
  - Book review published in professional publication
  - Editorship of a professional journal
  - Development of original curricular, pedagogical, and other education resources (such as CD-ROMS, videos, websites, textbooks, and clinical instruction documents) that have been reviewed and disseminated through professionally recognized channels (such as a professional publisher or professional organization)

- Design of new courses and new programs that have been approved through regular University channels
- Significant assessment reports that have been submitted to an accreditation agency or to University administration
- Combination of other scholarly pursuits or achievement that lead to a published product, such as service on review boards for professional associations, leadership in professional organizations, and submitted grant or book proposals

### **Service**

Across the period from tenure and initial promotion to recommendation for full professor, the candidate is expected to demonstrate:

1. 3 years of University-level committee service (one committee for one term)
2. Serving as chair of a department, school, or university committee
3. Service on at least one School or Department committee per year or exercising significant leadership in faculty development (e.g. new faculty mentorship)
4. Significant participation in department business, including thesis committees
5. Two years of professionally-related community service