

# CRITERIA FOR PROMOTION TO FULL PROFESSOR

## UNM Department of English Language and Literature

### Introduction

The strongest case for promotion to full professor will meet the following criteria in scholarship, teaching, and service. Not every case will be this balanced. Regardless of a candidate's primary strength, however, a case for promotion must demonstrate effectiveness in both research and teaching. All candidates are also expected to demonstrate service both to the university (in the form of service on departmental, college or university committees) and to the profession or academic community.

### Scholarship/Creative Work

The standard for scholarly achievement leading to promotion to Full Professor is the production of a body of work which is recognized by national/international authorities as making a significant contribution to the candidate's field of activity.

- A. Publication: two books or the equivalent of original scholarship or creative work, published by either university or reputable trade presses. Generally, at least one of these books will appear subsequent to the candidate's promotion to Associate Professor. There should also be a record of ongoing publication in outlets appropriate to the candidate's specialty, for at least three years prior to the candidate's case being brought before the Full Professors. In assessing the quality of the work under consideration, the Full Professors will make independent judgments following their own close readings, then weigh these reactions against other evidence—contemporary reviews, citations in other scholarly work, letters of recommendation by outside evaluators.
- B. Other Scholarly Activities: Other scholarly activities which will be taken into consideration include participation in scholarly or creative conferences; lectures and readings outside the university; and performances, productions, and exhibitions which involve a substantial scholarly or creative contribution.

For purposes of departmental evaluation and review, work presented as "a publication" must, at minimum, be available in galleys or proofs, if that is appropriate to the form of publication, and be firmly scheduled for a publication date attested to by a senior editor or other appropriate agent of the publisher. When presenting galleys or proofs, the candidate may also provide the comments of reviewers and/or referees for consideration.

### Teaching

A candidate for the rank of full professor should exhibit mature scholarship not only in her/his publications but also in the classroom. Assessment of classroom teaching may be

based on student evaluations, peer review, letters and other testimonials, course materials, and awards and grants for teaching. Candidates will have a wide range of teaching experience in both undergraduate and graduate courses, and on the latter level will have served on examination committees, committees on studies, and thesis or dissertation committees. Pedagogical publications may be considered under this heading as well as under "Publication."

Student evaluations should not be the sole evidence employed, but they do offer valid evidence when used in conjunction with other material. Peer evaluations, for example, may be based on visits to the candidate's classes or guest lectures by the candidate in the classes of peers. Letters from former students or from administrators or colleagues at other campuses where the candidate has taught may also be solicited by the Chair from a list supplied by the candidate.

#### Service

Ongoing service to the university and profession is expected from candidates for promotion to Full Professor. Membership on a variety of departmental, college, and university committees is expected. Examples of service to the profession include participation in professional organizations (serving on a committee, organizing a conference, etc.) and serving as an outside referee for tenure and promotion decisions or as a reader for refereed presses and journals.

#### Early Promotion

The department adheres to the university policy stated in the *Faculty Handbook*: "As a general rule, the length of service in the rank of associate professor before being considered for promotion to full professor is five years." Exceptions to the general rule may, however, be made under unusual circumstances. Early promotion may be offered in order to attract or retain a highly-valued associate professor whose services are sought by a competitive institution. Early promotion may also be offered to an associate professor who has exceeded the department's normal criteria for promotion.