

## **University of New Mexico - Native American Studies**

### **Promotion and Tenure Mentoring Policy**

#### ***Tenure and Promotion Committee***

Native American Studies is an interdisciplinary field of study which incorporates the content of numerous disciplines such as sociology, history, anthropology, education, political science, law, environmental science etc. Therefore, mentoring and evaluation of the tenure and promotion of assistant professors who hold a full or joint appointment in Native American Studies will work with the Director to construct a committee of NAS and other UNM tenured faculty members appropriate to the candidates field of study. Each committee will work with individual candidates during Code 3 and Code 6 phases of promotion and tenure to insure that the process meets all the guidelines set forth in the [UNM Faculty Handbook](#)

#### ***Composition of Committee***

NAS tenure and promotion committees will consist of: the Director or Associate Director of Native American Studies, who will serve in the capacity as committee chair; the committee will also include 2 tenured NAS faculty members and 2 tenured UNM faculty members from UNM departments outside NAS. The committee will evaluate the disciplinary scholarly and/or creative interests of the faculty member per the stipulations included in UNM Faculty Handbook and the NAS Guidelines for Tenure and Promotion. In each NAS tenure and promotion committee, the number of discipline-based members of any NAS faculty are tenure and promotion committee should not exceed the number of NAS faculty except in certain extenuating circumstances when two NAS may not be available to serve. These circumstances will be determined by the Dean of University College in consultation with the Director of Native American Studies.

#### ***Responsibilities of Director or Associate Director***

Mentoring is a process through which an assistant professor receives guidance and support for successful career enhancement and professional advancement in the program, department and college. Therefore, during the second semester of the first year of a candidate's appointment, the Director or Associate Director will meet with tenured NAS Faculty, review the guidelines outlined in the UNM Faculty Handbook, and request their assistance in the mentoring process for the candidate. During the probationary period, the Director or Associate Director will meet with the candidate at least once a year and mentor the candidate in constructing their P and T dossier. It will be the responsibility of the Director to write formal letters regarding: annual evaluations of the candidate's progress toward tenure; third-year evaluations in the Code 3 year; and final recommendations in the Code 6 year. These evaluations will be included in the candidate's dossier.

### ***Pre-Tenure Annual Review***

The candidate will submit an annual report of their activity in the areas of teaching, scholarship, and service. These annual reviews will be submitted by the candidate to the Director no later than the first week in February of the Code 1-5 years. The Director's overall annual evaluation letter will be made available to during the first week of March. The candidate will review the Director's letter to the Dean with the Director and sign it, and it will then be sent to the Dean of University College.

### ***Code 3 and Code 6 Committee Responsibilities***

For both the Code 3 and Code 6 years in the tenure process, the Director will review the candidate's tenure portfolio and write a letter to the Dean of University College evaluating the candidate's progress towards tenure that takes the candidate's record and all relevant criteria into consideration. This letter will include a rating of excellent, good, satisfactory, or unsatisfactory for each area. These evaluations will be kept confidential, but the Director will include these letters in the candidate's tenure dossier. For the Code 3 evaluations, these letters will also include (if necessary) specific suggestions about what the candidate needs to do to be recommended for tenure. In addition, the Director will summarize the letters from the committee members and give this summary to the candidate as well as include it in the Code 3 dossier.

At the end of the Code 5 year, candidates, with the assistance of their tenure and promotion committee if necessary, will provide the Director with names, brief descriptions of credentials, and addresses of 8 to 10 potential external reviewers of their dossier. All potential external reviewers must be tenured faculty at schools other than UNM.

The tenure and promotion decision legitimately may consider the degree to which the candidate's teaching, scholarship and/or other creative activities establish a cumulative body of scholarly work. Tenure and promotion decisions may look at patterns of activity that are not evaluated annually. Therefore, NAS annual reviews will be considered in terms of both the annual and the cumulative pattern of the candidate's accomplishments. The evaluation for promotion and tenure is not based on a simple numerical averaging of annual reports, but reflects progress over several years. Such decisions may consider efforts toward and rates of improvement in instructional performance. They may also consider how each year's accomplishments are related to the previous year's activities. The frame of reference for evaluation of faculty in NAS will also include consideration of the UNM-NAS Promotion and Tenure Guidelines.

This metric for UNM Native American Studies faculty promotion and tenure evaluation reflects the most recent trends in research and practice being undertaken by Indigenous scholars worldwide. These trends in Indigenous scholarship place emphasis on alternative modes of representing research and developing theory from an Indigenous perspective. This is to say that Indigenous research reflects the "scholarship of application" which leads to scholarly activities, teaching, products and service related to Indigenous communities. These forms of "scholarship

application" might include: creation of specific research agendas to meet social, political, or legal goals of a particular Indigenous community; creation of courses, curricula and training programs designed to disseminate an Indigenous perspective to students, communities and professional groups; participation in programs integrating various bodies of knowledge and a range of cultural values within academic knowledge and teaching praxis; community based teaching and learning and; creation of visual, print, audio or digital curricular materials. Overall, the intent of this Native American Studies metric for faculty evaluation is to reflect all these qualities of Indigenous research, teaching and service as a holistic qualitative metric for evaluation of NAS faculty performance to be applied in balanced relationship to University mandated quantitative metrics.