

Department of Chemistry and Chemical Biology

VIII. Guidelines for Tenure Decisions

Awarding of tenure is one of the most important processes for the department, college and university. Rules which apply to all faculty members can be found in the faculty handbook **Policy on Academic Freedom and Tenure** where section B.4 discusses annual review, mid-probationary review and the tenure review (<http://handbook.unm.edu/newhb.html>), Additional information pertaining specifically to A&S can be found on the college guideline pages (<http://www.unm.edu/~artsci/for-faculty/promotion-tenure.htm>). Departmental guidelines cannot contradict or supersede those rules, and in case of apparent disagreement the university and college level rules must apply.

Expectations The general areas of evaluation for a successful tenure decision, set forth in the UNM faculty handbook policy on academic freedom and tenure, are:

“1.2 CATEGORIES FOR FACULTY PERFORMANCE EVALUATIONS

(a) The categories in which faculty performance will be evaluated are the following:

(1) Teaching, (2) Scholarly Work, (3) Service, (4) Personal Characteristics ...

(b) In order to earn either tenure or promotion or both, faculty are required to be effective in all four areas. Excellence in either teaching or scholarly work constitutes the chief basis for tenure and promotion. Service and personal characteristics are important but normally round out and complement the faculty member's strengths in teaching and scholarly work.”

CCB will evaluate candidates on an absolute basis; a tenure (or other personnel) decision about one candidate should be based only on the performance and promise of that candidate, not a comparison to a prior or subsequent candidate. Evaluations encompass both past performance and future promise.

In CCB, research-active faculty are expected to obtain external research funds, supervise graduate and undergraduate students and/or postdoctoral fellows, participate in departmental seminars and governance, and teach a normal load of approximately one three-unit course per semester.

Expectations for a successful tenure decision are:

(1) Teaching- The candidate has demonstrated effective classroom teaching through favorable peer and student reviews and through evidence of student learning. Student mentoring and development of course materials can also contribute to the evaluation.

(2) Research- The candidate has established an independent and internationally-recognized research program as evidenced by peer-reviewed publications, externally funded grants, presentations at inter/national scientific conferences and favorable evaluations from recognized

scholars in the field. In the chemical sciences this constitutes what the Faculty Handbook calls “Scholarly Work.”

(3) Service- The candidate has provided conscientious service to the department via committee memberships and minor administrative roles, and to the profession through manuscript, proposal reviewing, or other like activities.

(4) Personal characteristics- The candidate’s interactions with faculty, staff and students have been collegial, professional and considerate.
