

Department of History
Tenure and Promotion Policy

- I. Section 1.2 (a) of the Revised Faculty Handbook (RFH) mandates that faculty performance be evaluated under the categories of teaching, scholarly work, service and personal characteristics. The History Department uses all these categories in judging candidates for tenure and promotion.
- II. Section 1.2 (b) of the RFH states: “Excellence in either teaching or scholarly work constitutes the chief basis for tenure and promotion.” The department requires strong performance in each of these areas, but does not give them equal weight in its decision making process. It assigns greatest weight to scholarly work.

III. Tenure and Promotion to Associate Professor:

Scholarly Work: A monograph accepted for publication or some other body of work of equal importance shall normally be considered the minimum scholarly contribution for a departmental recommendation for promotion from the rank of Assistant Professor to Associate Professor with the grant of tenure. Books or monographs should be published by reputable presses; articles should be peer reviewed.

Teaching: Candidates for promotion to Associate Professor with tenure should demonstrate effective teaching in areas defined by Section 1.2.1 (b) of the RFH: Communication skills, preparation, presentation of the current knowledge in the field, management, organization, interaction with students, and classroom discipline. Performance in this area will be judged through student evaluations and by peer evaluations based on class visitations and the examination of syllabi and other course-related materials.

Service: It is expected that all successful candidates for tenure and promotion to Associate Professor will present a record of conscientious service on departmental and university committees. The department will also consider service to the profession and to the community in making its decision.

Personal Characteristics: The department follows Section 1.2.4 of the RFH stressing those personal traits that “influence and individual’s effectiveness as a teacher, a scholar, researcher, and a leader in a professional area.” The department will pay particular attention to intellectual breadth, emotional stability or maturity, vitality and forcefulness. The department will also consider collegiality and inter-actional skills, moral stature and ethical behavior.

- IV. Promotion to Professor: In the categories of teaching, service and personal characteristics, it is expected that the candidate for promotion to Professor will

display the qualities required for promotion to Associate Professor, but to an even higher degree.

Scholarship: Two completed major research projects, one of which will normally have been completed before promotion to the rank of Associate Professor will be required for promotion to the rank of Professor. These research projects may be related in terms of themes and questions addressed but must be two distinct projects.

1. Evidence of the completion of these research projects will be provided by published monographs, major works of synthesis in book form, or a series of major articles. Electronic publications and edited works that play an important role in defining a field will also be considered as contributing to the evidence of a completed major research project, but will not be considered as sufficient evidence in and of themselves.
2. Other kinds of evidence which can be used as further support for the candidate's case are book reviews, conference presentations, publication in non-scholarly venues, manuscript reviews for scholarly journals and presses, textbooks that do not provide a new synthesis but that contribute to the field, involvement in media projects requiring scholarly input, etc., but these will in no case be considered adequate for promotion without the contributions noted in the preceding paragraph.

Qualitative evaluation of the candidate's scholarship will remain the primary consideration in the decision to promote. The understanding is that major projects are those which make a significant scholarly contribution to the field.