

# Criteria for Professor-track Promotion in the Department of Mathematics

The following represents the guidelines specific to promotions in the Department of Mathematics.

## Criteria for Promotion to Associate Professor

### Teaching and Advising

Teaching and advising and evaluation thereof is guided by the Faculty Manual, Section E.12.1. The main teaching and advising-related criterion in considering a promotion case is demonstrated success in and a sustained commitment to high quality teaching and advising. The candidate should compile evidence in the form of a teaching portfolio, and should include faculty evaluations of classroom performance (such as those collected by the Progress-to-Tenure Committee), and other documentation demonstrating interest and involvement in curricular activities as well as professional development in teaching. External letters, solicited and collected by the committee in charge of the promotion, may be used as evidence as well. Expectations must take into account the candidate's workload percentages.

**(Tenure-track faculty)** An additional expectation for promotion is the advising of graduate students towards a degree.

### Research/Scholarly Activity

Research and evaluation thereof is guided by the Faculty Manual, Section E.12.2. The committee will consider evidence from a variety of different sources. These include, in particular, letters of reference from recognized experts in the candidate's research area(s) addressing the candidate's qualifications for promotion and standing in the research community; receipt of grants and awards; number and quality of research publications; involvement of students in research; community recognition in the form of evidence of use of a candidate's work by others (such as citations); invitations to present research results; and contributions to other research programs in the university. Expectations must take into account the candidate's workload percentages, and should consider the context of the candidate's research area.

**(Tenure-track faculty)** The main criterion in evaluating research and scholarly activity when considering a promotion case is the establishment of an independent research program with demonstrated excellence. Letters of reference from experts in the candidate's research area(s) should specifically address the candidate's qualifications for tenure.

## Service/Outreach

Service and outreach, and evaluation thereof, is guided by the Faculty Manual, Section E.12.3. Faculty are generally expected to participate in the self-governance of the Department, College, and University through their various committees, as well as of our profession as a whole; the same is true for outreach within or beyond the profession.

**(Tenure-track)** The service expectation for tenure-track assistant professors is less than for tenured faculty, to avoid service overloads during the probationary period. We encourage faculty to participate in the organization of seminars, colloquia, etc. During the later years of the probationary period, in consultation with the chair, departmental service could include serving on a departmental committee. The evaluation of service and outreach for the purpose of promotion will therefore take into account expression of interest in and contribution to the overall development of the department, and the likelihood that a candidate will participate in the future toward, the self-governance and other activities of the Department, the College, the University, the community, and the profession.

## Position Effectiveness

Some faculty – specifically non-tenure track faculty – may have substantial components of their workload assigned to administrative or managerial tasks. They often perform position-specific responsibilities with a high level of competence, and the evaluation of performance and competence for the purposes of promotion will take into account evidence compiled by the candidate and the promotion committee. The candidate should compile evidence in the form of a portfolio, which could include summaries of responsibilities and accomplishments, performance reports, statistical analyses, or other relevant documents. Letters, solicited and collected by the committee in charge of the promotion, may be used as evidence as well.

## Criteria for Promotion to Full Professor

Promotion to Full Professor is guided by the same principles as promotion to Associate Professor. The expectations, however, are higher and go clearly beyond simply the time in a candidate's current rank. Instead, candidates need to have demonstrated leadership skills and should have achieved national and international reputation in at least one of the areas of evaluation. Expectations in all areas listed below must take into account the candidate's workload percentages.

## Teaching

Beyond a consistent track record in successful teaching, candidates should have shown success in evolving the teaching mission of the department, in particular concerning service courses. This includes developing course/curricular/program, guiding/mentoring the development of teaching skills for novice department members, coordinating courses, or running instructional centers.

**(Tenure-stream faculty)** Evidence should include successful teaching of both undergraduate and graduate courses, and should involve mentoring students at the undergraduate and graduate levels. It is expected that candidates have a track record in advising doctoral students to completion.

## Research/Scholarly Activity

As in the case of promotion to Associate Professor, the principal way to assess a candidate's research activity is through letters of reference from recognized experts in the candidate's research area(s) addressing the candidate's qualifications for promotion and standing in the research community. Other sources of evidence are as listed in the corresponding section above. Expectations should consider the context of the candidate's research area.

**(Tenure-stream faculty)** The main criterion in evaluating research and scholarly activity for promotion is whether a candidate has established an independent research program with demonstrated excellence, and the promise to continue this program for the foreseeable future. Letters of reference from experts in the candidate's research area(s) should specifically address the candidate's qualifications for promotion to full professor.

## Service/Outreach

Candidates for promotion to Full Professor should have demonstrated capability and leadership in the service and outreach activities described in the guidelines for promotion to Associate Professor above.

## Position Effectiveness

Some faculty may have substantial components of their workload assigned to administrative or managerial tasks. In those cases, extensions of the criteria mentioned above will be considered for promotion cases.