

## **Rollins College Department of Economics**

**Revised 4/28/2023**

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### **Criteria for Tenure and Promotion**

Affirming the criteria as set forth in Article VIII (Faculty Appointments and Evaluations) of the Bylaws of the Faculty of the College of Liberal Arts (CLA), the Economics Department faculty provide further specification in the three areas of teaching, research and scholarship, and College service for the purpose of aiding the candidate in making a case for tenure or promotion. As noted in the CLA Bylaws [Article VIII, Part B, Section 1, first sentence of the 2<sup>nd</sup> paragraph], “we expect candidates to make a case for tenure and promotion.” Consequently, provision of evidence of teaching effectiveness, works of scholarship, and service activities by the candidate do not in themselves constitute a guarantee of tenure or promotion. It is the responsibility of the candidate to employ evidence in all three areas to make a case for tenure or promotion. In doing so, they must show how their teaching, scholarship, and service have been performed to date and constitute a pattern of professional and pedagogical interests that are likely to continue and evolve in the future. In making a case for tenure or promotion the candidate must provide a file that includes a professional assessment statement and other pertinent materials as indicated below in the three areas. This will be done within the time frame established by Article VIII.

#### **TEACHING**

While all three criteria areas are important and interdependent, teaching excellence is the core value. We expect economics faculty to be professionally knowledgeable about the evolving discipline of economics and to provide an appropriate mix of challenge and support as effective facilitators of student learning. As per the Rollins College mission statement: “We value excellence in teaching and rigorous, transformative education in a healthy, responsive, and inclusive environment.”

While we do not expect every faculty member to teach in all areas, teaching in multiple areas in the curriculum is expected, specifically core and elective economics courses and general education program. Teaching honors courses, cross- disciplinary, interdisciplinary, and team-taught courses with faculty outside of the Economics Department are also encouraged.

Evidence of the first six measures below *will* be used by the Candidate Evaluation Committee (CEC) in assessing teaching excellence for both tenure and promotion according to the Rollins College teaching mission statement.

1. Professional assessment statement that includes the candidate’s statement of teaching philosophy, specific teaching goals, methods employed, development of new courses or substantial revisions of existing courses and an appraisal of student learning results in the courses taught.
2. Course syllabi with clearly explained course goals and outcomes, grading and testing policies, homework/project listings with corresponding deadlines, and an

- outline of all course materials covered.
3. Evidence of assessment that includes but is not limited to copies of student assignments, tests, papers and presentations, etc. that demonstrate work required of students in alignment with course goals and outcomes.
  4. CIE and CEC constructive feedback considered when making course revisions or developing new courses that help to improve the candidate's teaching effectiveness.
  5. Class visitations and peer assessment of classroom experience by faculty of the Economics Department and the CEC.
  6. Evidence of growth as a teacher reflected in new teaching methods, materials, technology and innovative techniques incorporated into courses.

The following measures *may* be used to supplement the above.

7. Engagement in activities to improve teaching and evidence of scholarship of teaching.
8. Innovative techniques such as team teaching, cross- disciplinary teaching; experimental pedagogy, teaching experiential courses locally, nationally, or internationally;
9. Teaching awards.

For promotion to Professor the candidate must show evidence of continuing excellence in teaching and continued growth as a teacher as consistent with points 4, 5 and 6 listed above.

## RESEARCH and SCHOLARSHIP

Evidence of professional scholarship, and a pattern of continuing professional involvement and development are essential to one's professional growth and evolution as a teacher. The economics faculty holds that research and scholarship are revealed by original contributions, breadth and depth of one's knowledge in the field, and the ability to communicate this knowledge to others with similar professional interests. The Department of Economics also holds that original research which cuts across the candidate's interest e.g., research in other subject areas in the social sciences and economic education are valued as professional contributions in this assessment, consistent with the vision of ourselves as members of a pragmatic liberal arts institution. Evidence of excellence in terms of scholarly output, and a pattern of continuing scholarly involvement and development are essential for both tenure and promotion and promotion to Professor.

The awarding of tenure requires the Candidate to have formally had accepted for publication at least two scholarly works, at least one of which must be published at the time of the review. Promotion to Professor requires the Candidate to have at least three additional works published at the time of the review.

Scholarly works are defined as peer reviewed, disciplinary, or pedagogical articles in refereed journals in the candidate's area of expertise. The candidate may petition the CEC to substitute a solely authored published book from an academic press or publisher of academic material for two scholarly articles. Other scholarly works that count in place of one published journal article may include blind or double-blind peer-reviewed book chapters, co-authored books, and edited and co-edited books. Only work published or in press, during employment at Rollins College, will be

counted toward tenure and promotion. The Candidate should demonstrate to the CEC how the quality of their scholarly works contributes to the discipline and the Rollins College's mission. To make a case for tenure and promotion, the Candidate must have demonstrated a pattern of active scholarship and continuing professional involvement that is expected to remain strong after tenure and promotion.

A pattern of continuing professional involvement and development can be provided by evidence of the following: professional editorships; presentations at academic conferences; organizing or chairing sessions for academic conferences or serving as a discussant; academic manuscript reviews; and evidence of participation in continuing professional education.

## COLLEGE SERVICE

The economics faculty believe that a broad pattern of service to students, the Economics Department, and the College, is necessary. Service in these three areas can take a variety of forms consistent with the mission statement of the College. For candidates for tenure and promotion these service activities must include:

- Academic student advising
- Service and collaborative participation in Economics Department curriculum and other Departmental business
- Regularly attending Departmental and College Faculty meetings
- Active involvement in College governance or College-wide committees

Effective academic student advising within the major is essential. It is the responsibility of each economics faculty member to accept or seek out an adequate number of advisees over the period relevant to the candidacy to avoid imposing a disproportionate number of advisees on one's colleagues. Candidates are expected to maintain high standards and professional integrity and their service efforts must be compatible with the Departmental mission and with its long-term goals.

The following activities *may* be used to supplement the above:

- Participation in student activities, the College's intellectual and cultural life
- Service in the outside community (e.g., providing consultation to local associations and agencies, assisting non-profit organizations, coordinating events with charitable causes, organizing seminars, etc., provided that this service promotes the College's mission).

Candidates for promotion to Professor must show evidence of continued pattern of Departmental and College service as reflected in the roles and responsibilities assumed since promotion to Associate Professor. The department expects that this record of service will incorporate positions of responsibility at various levels which may include department, academic division, College, and professional organizations.