

**Department of Art and Art History**  
**Criteria for Tenure and Promotion in Art History**

Revised 2007; 2010

The Department of Art and Art History has based these criteria on the following statement from the College of Arts and Sciences Faculty By-Laws (Section V, Article VIII): *"The education of students is the primary mission of Rollins College. To that end the role of the faculty involves teaching, research and scholarship, and service as interrelated components that serve this mission. Rollins values teaching excellence above all. We see scholarship and service as concomitant to good teaching. We expect candidates for tenure and promotion to demonstrate scholarly interest and give evidence of an active scholarly life. We expect candidates for tenure and promotion to engage in service within the College and to demonstrate how service outside the College is connected to the mission of the College."*

**I. Teaching**

The department will refer to the following standards to assess quality teaching:

- Encouragement of critical thinking.
- Assignments directed toward the strengthening of students' oral and written communication skills.
- A commitment to student-centered learning without sacrificing content.
- An awareness of new or innovative pedagogical approaches and their application where appropriate.
- An awareness of emerging art-historical and/or archaeological methodologies and their pedagogical applications, which should result in periodic revision of existing courses.
- An awareness of new technologies in the teaching of art history and a willingness to employ these technologies where appropriate.
- Evidence of evolution as a teacher and reflection on and response to peer and student feedback, written and spoken.

Criteria for tenure:

Successful candidates for tenure must demonstrate a sustained pattern of excellence in teaching as described above.

Criteria for promotion to Professor:

Successful candidates for promotion to the rank of Professor must demonstrate a continued, sustained pattern of excellence in teaching, as described above.

Teaching effectiveness is ascertained by the following procedures:

- Faculty and administration visits to classes.
- The candidate's statement and supporting materials such as syllabi, sample assignments, and sample student work.
- Reviewers' interpretations of patterns that emerge in student evaluations over time.
- Discussion with the candidate.

The candidate should include with her/his materials:

- A general statement concerning her/his teaching experience at Rollins.

- A statement of teaching philosophy.
- Evidence of how the philosophy is carried out.
- Evidence of reflection on how her/his teaching has evolved since coming to Rollins or award of tenure and discussion of how she/he responded to student and peer feedback.
- Syllabi, assignments, and sample student work past the mid-course review or past tenure in the case of promotion to full professor.
- Other material that supports the candidate's case for tenure and/or promotion, such as written comments of peers who observed the candidate's teaching, letters from students, and/or nomination for or the receipt of teaching awards.
- All prior evaluations of the candidate.

## **II. Research**

In order to be recommended for tenure, a candidate must fulfill both of the following components:

1) The candidate must have at least one scholarly peer-reviewed written work (e.g., article, book chapter, exhibition catalogue essay) accepted for publication by the review year. In addition to publication, the candidate must offer evidence of continuing and regular scholarly contributions. Scholarly activity may consist of any combination of the following, listed in order of significance and level of difficulty:

- writing or co-writing a scholarly peer-reviewed book
- curating museum exhibitions
- editing or co-editing a scholarly peer-reviewed collection of essays
- presenting peer-reviewed papers at professional conferences
- organizing, chairing, and/or acting as discussant on panels at professional conferences
- organizing national and/or international conferences and symposia
- writing book reviews for peer-reviewed publications or dictionary entries
- presenting invited lectures based on the candidate's research to an educated audience of laypeople
- acting as referee or reviewer for professional journals, publishers of scholarly books and/or college textbooks
- receiving grants and fellowships for which scholarly writing is required; and/or engaging in similar professional activity

In order to be recommended for promotion to professor, a candidate must provide evidence of continuing scholarly output in the following areas:

- 1) The candidate must have at least two additional, post-tenure scholarly publications accepted by the review year.
- 2) In addition, the department expects candidates for promotion to have engaged in a pattern of continuing scholarly activity as listed above in item two under requirements for tenure.

The candidate should include with her/his materials:

- A current CV listing all scholarly contributions since coming to Rollins.
- A general introduction to her/his research, including a coherent research plan beyond the awarding of tenure or promotion to full professor.

- Examples of scholarly work, both completed and in progress.
- Optional letters from outside reviewers.

### III. Service

Regular, equitable participation in the operations of the department and the college is also necessary for tenure and for promotion to professor. All candidates are expected to contribute consistently to the ongoing operations of the department and the college to be considered for tenure and promotion.

The successful candidate for promotion and tenure must:

- be regularly available to students for help and advice;
- serve regularly as an academic advisor;
- serve on at least one College-wide committee or task force during the period from appointment to consideration for tenure and promotion to associate professor and again during the period from promotion to associate professor to consideration for promotion to professor.

Other activities that are encouraged and enhance a faculty member's candidacy for promotion and tenure include:

- participation in student-oriented activities;
- participation in projects on behalf of the Department and/or the College.
- significant service in a nationally recognized professional organization in art history or archaeology.

#### Criteria for tenure:

Successful candidates for tenure must show a strong and regular commitment to service as listed above.

#### Criteria for promotion:

Successful candidates for promotion to the rank of professor should continue a regular pattern of service to the department and the college and are strongly encouraged to carry out faculty leadership by, for example, chairing governance committees and serving on college-wide search committees.

The candidate should include with her/his materials:

- A general statement on the candidate's service.
- Evidence of consistent participation in service activities.