

PHILOSOPHY AND RELIGION (PHI and REL)

Criteria for Tenure and/or Promotion

Revised and approved by FEC: 20 November, 2019

Department criteria are in accord with Article VIII of the faculty by-laws.

After being informed of eligibility by the Dean of Faculty, the candidate requests evaluation for tenure and/or promotion. The candidate assembles supporting documents that must include all of the following:

- Professional assessment statement of no longer than 3000 words that addresses teaching, scholarship, and service (covering philosophy, methods, strengths, weaknesses, and goals);
- Current curriculum vitae;
- Sample syllabi and other relevant course materials (e.g., handouts, exams, and assignments);
- Evidence of ongoing scholarly activity (i.e., academic publications).

A. Criteria for Tenure and/or Promotion: Teaching

To earn recommendation for tenure and/or promotion, a candidate must demonstrate a record of excellent teaching at Rollins and a commitment to continuous improvement of courses and pedagogy. The department expects the candidate's case to demonstrate responsiveness to feedback provided by students and colleagues and the ability to organize effective, challenging courses that reflect and advance the department's mission.

The department expects our faculty to:

- a) explicate philosophical and/or religious texts and guide students productively in their study;
- b) develop students' abilities to think critically and express their views cogently in writing and discussion through construction and articulation of evidence-based arguments;
- c) stimulate students' intellectual and ethical engagement and mentor students in their scholarly pursuits.

We evaluate these objectives by looking at the candidate's materials to determine the extent to which the candidate:

- a) organizes effective courses which serve departmental and collegiate learning objectives;*
- b) understands new developments in the field and incorporates them where appropriate;*
- c) seeks to improve courses through effective pedagogy;*
- d) devises clear means of evaluating student work.*

Prior to the CEC meeting, all members of the CEC will observe the candidate's teaching and review Course and Instructor Evaluations (CIEs) and other materials supplied by the candidate.

In addition to the above, the department expects candidates for **promotion to Professor** to exhibit ongoing development of teaching excellence. Evidence of such development could include:

- Redesigning courses to incorporate new materials;
- Incorporating innovative and effective pedagogical strategies;
- Developing new courses.

B. Criteria for Tenure and/or Promotion: Research and Scholarship

In order to be considered for tenure and promotion the candidate must provide evidence of a continuing and significant contribution to scholarship in their field (e.g., peer-reviewed articles, books, book chapters, and other substantive sections of academic books). In addition to publications, the candidate must provide evidence of ongoing scholarly activity.

For tenure recommendation and promotion to Associate Professor, the candidate is expected to produce, at a minimum:

- Three single-authored, peer-reviewed academic articles or book chapters – one of which must be a journal article;
- Or one single-authored, peer-reviewed academic book.

To earn the support of the CEC, a candidate for tenure must have published 2/3 of the minimum benchmark; no more than 1/3 may be forthcoming. In order to count a forthcoming publication (print or electronic), the CEC requires full acceptance from a book or journal editor (i.e., no further substantive revisions required; the work is going to press as is or requires only galley proof copyediting). The candidate must submit a letter of acceptance from the book or journal editor **and** a completed manuscript or galley proofs.

Scholarly work published prior to acceptance of a contract at Rollins cannot be considered for fulfillment of these criteria unless the department agrees to do so in writing at the time of appointment.

In addition to copies of peer-reviewed publications, the candidate must provide evidence of consistent scholarly activity. Such evidence may include:

- Miscellaneous publications – e.g., encyclopedia articles and book reviews;
- Co-authored publications;
- Presenting scholarly papers at academic conferences and/or at other academic institutions;
- Serving as editor or co-editor of a book or professional journal;
- Engaging in student-faculty collaborative research.

For recommendation for promotion to Professor, no work that counted toward the candidate's case for tenure may be considered.

Candidates for promotion to Professor are expected to produce, since attaining the rank of

Associate Professor, at a minimum:

- One single-authored, peer-reviewed academic book;
- Or five single-authored, peer-reviewed academic works (i.e., journal articles or chapters in scholarly books totaling 100 pages), two of which must be journal articles.

For a single-authored, peer-reviewed academic book to count, it must already be in print. In order to count a forthcoming journal article or chapter in a scholarly book (whether print or electronic), the CEC requires full acceptance from a book or journal editor (i.e., no further substantive revisions required; the work is going to press as is or requires only galley proof copyediting). The candidate must submit a letter of acceptance from the book or journal editor **and** a completed manuscript or galley proofs. A maximum of 1 of the 5 journal articles or book chapters can be forthcoming.

Along with publications, candidates for promotion to Professor must provide additional evidence of consistent scholarly activity (see examples above).

C. Criteria for Tenure and/or Promotion: Service

Candidates for tenure and/or promotion are expected to show reliable and consistent commitment to service. Candidates must:

- Participate equitably in departmental duties and college committees;
- Effectively advise an equitable number of students. Effective advising includes knowledge of the curriculum and of support services, assisting advisees in course selections, and being available to students for help and advice;
- Participate in the cultural, intellectual, and civic life of the department and college.

In addition, the candidate should demonstrate service to the broader community and/or the profession by, e.g.:

- Providing service/leadership to academic organizations;
- Reviewing academic book manuscripts, journal submissions, and/or academic conference papers.

Candidates also will serve Rollins' educational needs and mission through participation in, e.g., general education, RCC, the Honors Program, and civic/community engagement, and participate as members and/or leaders of service agencies beyond Rollins.

For promotion to Professor, the candidate is expected to demonstrate a high and consistent level of service in the rank of Associate Professor. In addition, the candidate should demonstrate effective leadership within committees and/or organizations, for example, by chairing a committee or serving as Chair for the Department or an academic program.