

Department of Theatre
University of Minnesota, Duluth

Departmental Statement of Standards for Tenure/Promotion Required by Section 7.12
of the Regulations Concerning Faculty Tenure

I. INTRODUCTORY STATEMENT

This document describes with more specificity the indices and standards which will be used to evaluate whether candidates meet the general criteria in Section 7.11 of the Regulations. For a complete perspective, the reader is advised to review Sections 7.11 and 7.12 in their entirety.

II. DEPARTMENTAL MISSION STATEMENT

The Department of Theatre has identified four distinct areas that are central to our mission and goals: to prepare our students for careers in theatre and dance; to serve all UMD students through artistic fulfillment in and appreciation of theatre and dance; to serve as a center for campus and community cultural enrichment; and to serve as a guidance and resource center for anyone desiring information about theatre and dance. To be awarded indefinite tenure, a faculty member will be expected to have demonstrated effectiveness in teaching, productivity in research and/or artistic production, and distinguished achievement in service. Because there is diversity within the department in the distribution of responsibilities among these three areas, the emphasis on each endeavor may vary. The primary criteria for demonstrating this potential are effectiveness in teaching and professional distinction in research.

III. CRITERIA FOR TENURE

A. TEACHING

In accordance with the UEA contract, each faculty member is expected to evaluate a minimum of one class annually. The department recognizes that more frequent evaluation of a broader spectrum of courses may provide stronger documentation for evaluation. Appropriate documentation may include but shall not be limited to any of the following:

1. Student evaluation forms of faculty classroom/studio work.
2. Peer evaluation of actual class/studio activities.
3. Peer evaluation of class outline: the syllabus, the texts used, other instructional materials used, the tests, and papers or creative tasks assigned.
4. Off-campus peer evaluation of class outline: the syllabus, the texts used, other instructional materials used, the tests, papers or creative tasks assigned, and teaching techniques.
5. Peer evaluation based upon the observation and performance of

- students who have been under the tutelage of the instructor.
6. Survey of recent graduates of the program for their evaluation of an instructor's classes.
 7. Summaries of new courses developed or existing courses revised.
 8. Summaries of faculty development activities related to teaching and advising.
 9. Evidence of teaching awards or honors.
 10. Self evaluation of classroom work.

Other aspects of teaching which may be considered in tenure or rank advancement considerations include a faculty member's participation and effectiveness in undergraduate academic advising, professional and/or career counseling, coordination of special departmental programs, and supervision of teaching assistants.

B. RESEARCH (Professional Distinction in Artistic Production or in Research and Writing)

1. Artistic productions on or off campus in areas such as acting, choreography, costume design, directing, dance performance, lighting design, scenic design, sound design, and/or the execution of any of the above.

The method for documenting and evaluating an artistic production given public performance may include but shall not be limited to:

- a written statement of intent of the faculty member's artistic contribution that should also serve as a self-evaluation of the project. This statement should be available to other evaluators and should be included in the P & T file.
 - written evaluation(s) of the faculty member's artistic contribution by peer(s) from the Department of Theatre.
 - written evaluation(s) of the faculty member's artistic contribution by professional evaluator(s) outside the department whenever possible.
 - written evaluations by professional critics.
 - evidence of peer esteem documented by invitations to perform, design, direct, choreograph or serve as consultant with respected organizations.
2. Publication in refereed journals/periodicals. A listing is maintained in the theatre department office.
 3. Evaluation by peers not on the UMD campus of the instructor's articles, reviews, and books.
 4. Presentation of papers and/or workshops by invitation at professional meetings of organizations. A listing of such organizations is maintained in the theatre department office.
 5. Chronological listing of research, training, and other grant proposals, including those received.

C. SERVICE

Service contributions must be viewed within the context of general University definitions and existing policies of the UMD School of Fine Arts.

The Tenure Regulations approved by the Board of Regents on July 1, 1985 state that the individual's "participation in the governance of the institution and other services to the University and service to the academic unit may be taken into consideration, but are not in themselves bases for awarding tenure."

The Guidelines for Departmental Statements of Standards for Tenure/Promotion of the School of Fine Arts indicate that contributions and service to the University and community are expected. All faculty should participate in department, school, and campus committees and events. Community service and involvement is a necessary professional obligation to the perpetuation of the arts.

Apart from regular participation in the routines of institutional governance, the following are examples of activities which may indicate outstanding contributions in the area of service:

1. Evidence of significant activity and leadership with organizations related to the instructor's discipline on the local, state, national and international level. These activities should result in observable changes for the improvement of the arts of theatre and dance that can be clearly supported by others involved in the organization. A matrix is maintained in the theatre office suggesting the amount of emphasis given to involvement in organizations at each of the levels listed above.
2. Evidence of significant activity and leadership on department, school and University level, for example, participation in the University governance process and/or special committees or task forces.
3. Activity as a consultant, juror, or panelist in the arts. The reputation and influence of the sponsoring organization should be considered.
4. Editorial service for professional publications.
5. Guest lecturing, both within the University and at other institutions.
6. Guest artist for professional theatre and/or other universities.

The quality of participation in service activities may be supported through letters or comments from others who have served with the faculty member.

IV. PROMOTION

A. To Associate Professor

Promotion to Associate Professor is based on effectiveness in teaching; a

strong record of creative work or scholarly research and publication; and local, regional and national recognition through creative work and/or service to recognized professional organizations. A strong, ongoing record of creative work is expected with positive evaluations documented by other professionals in the field. This creative work may encompass stage direction, choreography for major works, scenic design, costume design, lighting design, sound design or other major accomplishments related to the faculty member's expertise; or evidence of scholarly work which may encompass juried articles in journals, production of books or editorship on journals or catalogs.

Effectiveness in teaching should be documented as indicated in III.A. "Criteria for Tenure."

Evidence of service at the various levels should be indicated as outlined in III.C. "Criteria for Tenure."

Normally, the M.F.A. is the expected terminal degree necessary for tenure or advancement in rank. In some circumstances (e.g., theatre historians) the Ph.D. would be the appropriate terminal degree.

B. To Professor

For promotion to Professor the faculty member must document a consistently strong record of positive evaluations of his or her creative work, must attain an increased positive recognition by peers in the professional theatre world and must document continuing positive evaluations of teaching effectiveness. Often the measure of success in teaching can be measured in the ongoing success of the students affected by a faculty member and may be included as documentation of teaching effectiveness. Other criteria summarized earlier in this section also applies to promotion to professor.

V. PROCEDURES

The department complies with the procedures for promotion and conferral of indefinite tenure set forth in Section 201.000 of the collective bargaining agreement between the Regents of the University of Minnesota and the University Education Association.