

May 15, 1987

**DEPARTMENT OF WOMEN'S STUDIES**

**College of Liberal Arts**

**University of Minnesota-Duluth**

**STATEMENT CONCERNING CRITERIA FOR TENURE AND PROMOTION**

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 Section 7. 11 and 7.12 in their entirety.

II. Departmental Mission Statement

The Department of Women's Studies is devoted to examining the cultural, historical, and social experiences and contributions of women and to considering the many ways in which gender distinctions have affected human lives. Implicit in these aims is the recognition that women's contributions are often different from men's, that they merit study as an academic area and that they have not been systematically addressed within traditional teaching and research fields. A wide variety of feminist perspectives and feminist criticisms are employed as methodologies in this interdisciplinary field.

III. Criteria for Tenure

General Criteria: An individual who has demonstrated the potential to continue to contribute significantly to the mission of the University and the Women's Studies Department in teaching, research, and service shall be awarded indefinite tenure. To be awarded indefinite tenure, a faculty member will be expected to have demonstrated effectiveness in teaching and productivity in research, with some achievement in service.

The department does not arbitrarily define the degree of importance which should be attached to each of the different criteria for promotion and tenure. Ideally, a candidate should demonstrate some distinction in all three areas which are stressed in this statement - teaching, scholarship and service - but the greatest importance is placed on the first two. A candidate lacking meritorious performance in either teaching or research would not be considered a strong prospect for tenure.

A. Teaching

Criteria used in determining teaching effectiveness could include:

5. Work load with regard to numbers of courses, students, advisees.
6. Difficulty, beyond-numbers, of the individual's teaching load.
7. Level of teaching ability and knowledge as indicated by student and peer evaluations on standard evaluation forms and on women's studies evaluation forms.
8. Significant improvement of existing courses and/or the development of valuable new ones.

9. Activity improving the quality of teaching in the department or on campus.
10. Research or professional activity that demonstrates commitment to high quality teaching.
11. Teaching awards won by the faculty member.
12. Instruction that incorporates relevant scholarship.
13. Teaching that furthers the mission of the department.

With regard to the criterion of teaching, an individual's ability justifies tenure and/or promotion when it exhibits such qualities as:

14. Thorough knowledge of the subject areas usually assigned
15. Superior ability to speak clearly and to understand students' comments and questions.
16. Intellectual challenge which exacts from students the high scholastic performance appropriate to a university.
17. Conscientious course planning.
18. Adroit facilitation of group learning processes.
19. Concern for students from diverse backgrounds and understanding of their scholastic needs.
20. Determination of grades through competent and fair measurements of students' achievements.
21. Demonstration of willingness to communicate to students their degree of progress.
22. Individual and cooperative effort in the development of new courses or the redesign of existing courses to respond to changing knowledge and changing student needs.
23. Ability and aptitude to undertake diverse teaching tasks.
24. Assignment of papers and other work appropriate to the level of the course.

#### B. Research

Admission to the department faculty and advancement within its ranks depends on serious commitment to and participation in the scholarly enterprise. Seeking depth of knowledge in one's field and sharing one's knowledge with other members of the academic community constitute the essence of scholarly work. However, in some cases artistic and creative productions may contribute to this area. Significant, original contributions as evaluated by peers to the knowledge or artistic/creative expression of women's studies are required for tenure. Evidence of such work can be various: most helpful would be a scholarly book, well reviewed and published by a reputable press; articles in refereed scholarly journals; and artistic/creative works evaluated in a national arena.

Other scholarly activities that will strengthen the candidate's case include: editing, writing articles for scholarly encyclopedias, book reviewing, reviewing manuscripts for established journals and presses, participating as speaker or discussant in the programs of professional organizations, those kinds of consulting and evaluation which involve substantial scholarly research, especially if expressed in evaluated publications or

research grants. Reviews, books and articles, and scholarly citations that discuss a candidate's work are important indications of quality and will be used when available. Unpublished manuscripts, reports, and/or artistic productions, accompanied by competent evaluation, can also be measures of scholarly or creative work. Another indication of the quality of a candidate's work is her/his success in obtaining grants to support research or artistic projects. The number of awards and the amounts received will be considered in the tenure process.

Tenure and/or promotion will not be granted in the absence of evidence that significant work in this area is being pursued and completed.

#### C. Service

The department recognizes that successful functioning of the University depends on faculty participation and leadership. Service therefore is considered in evaluating applications for tenure. It is important that the documentation of service in a faculty member's file be very explicit. The department head or P & T committee should make an effort to secure information about the quality of the candidate's service outside the department. Service is not a primary category in the evaluation for tenure and/or promotion.

Recognition of service is based on accomplishments in three areas:

##### 1. University Service:

Faculty members are expected to Participate in the work of the University. This service may occur at any of the following levels: all university, campus, college, and/or department. Participation in department meetings, on some departmental committees, and as a departmental representative on some university committees is expected.

##### 2. Professional Service:

Participation in the on-going professional activities of one's discipline is evidence of professional commitment and often of one's standing within the profession. Membership in professional societies, attendance at professional meetings, and participation in such meetings are expected. Holding an official position such as an officer, or program or section chairperson is recognized as significant service and is encouraged. A faculty member's contribution as a consultant to a press, journal, institution, or government because of one's expertise may be regarded as important service.

##### 3. Community Service:

Community service that is reasonably related to the professional role of a faculty member or to the cultural outreach of the university can be an important aspect of faculty service.

#### IV. Promotion

##### A. To Associate Professor

Promotion to Associate Professor with tenure is based on the determination that the achievements of an individual demonstrate her/his potential to continue to contribute significantly to the mission of the university and to its programs of teaching, research, and service over the course of the faculty member's academic career. The candidate's recognition from peers outside UMD must be documented through letters.

##### B. To Professor

Promotion to Professor is based on demonstrated excellence in teaching, research, and service as

measured by the high quality of teaching, the stature of the scholarly reputation, and the extent of the candidate's service. The candidate's recognition from peers outside UMD must be documented through letters.

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.