

DEPARTMENT OF MARKETING AND LOGISTICS CRITERIA FOR ACADEMIC PROMOTION AND TENURE

Conditions to be Met Prior to Consideration for Academic Promotion and Tenure

This document approved in February 2001, applies to all Marketing and Logistics faculty with appointments beginning in the Fall 2001.

Faculty with appointments before Fall 2001 may use this document or the one that was in place when they were appointed.

The professional activity requirements that must be met prior to one being considered for academic promotion and tenure are outlined below.

Lecturer to Assistant Professor

Completion of terminal degree.

Assistant Professor to Associate Professor

1. Quality Teaching

Supporting materials, as identified "A" through "E", covering the tenure track/promotion period should be provided to demonstrate satisfactory teaching performance:

- A. Course syllabi that reflect updated/modified course structure and content over time.
- B. Satisfactory evaluation ratings for courses taught.
- C. Summary of the Personnel Affairs Committee's merit evaluations for teaching beginning with the Year of Appointment.
- D. Handouts, class assignments or projects, guidelines for computer games/simulations, lists of outside speakers, and/or visual aids that demonstrate use of new techniques, procedures, or other aids which increase the potential learning environment in the classroom and improve overall communication of information.
- E. (Optional) Letters, award certificates, or other materials that substantiate recognitions at the college or university level or by outside professional groups for excellence in teaching.

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2. Research and Publication

Guidelines for assessing research/publication productivity are the following:

- A. Receipt of two or more research grants from a college or university level group or from an outside private or governmental sector funding authority and
- B. Publication of the equivalent of six journal articles, two in Class A journals and four in Class B journals, as currently defined and maintained by the Department of Marketing and Logistics. Single-authored and multiple-authored (up to two additional co-authors) articles are acceptable. At least one of the six articles must be single authored.

(Papers presented at professional meetings and published in proceedings, monographs, textbooks, chapters in textbooks, and feature articles will not be substituted for the publication requirement stated above.)

3. Service

In addition to student career and course-related counseling, faculty members are expected to provide university and public service composed of a combination of the types of activities identified below:

- A. Departmental, college, and university level committees.
- B. National, regional, and local professional association elected offices.
- C. Community/professional activities - continuing education programs; organizing/expediting workshops, seminars, and professional meetings; presentations before public organizations, such as service groups, legislative committees; service on public boards, committees, eg., Chamber of Commerce, United Way; utilization of professional competence in legal proceedings.
- D. Administrative assignments - Serving as Academic Coordinators and carrying out special projects at the request of the department chair, dean, or university administrators.
- E. The Personnel Affairs Committee's annual assessments of faculty member service activities will be employed by the Promotion and Tenure Committee when evaluating faculty members for tenure and/or promotion.

4. Professional Integrity

Professional integrity and collegiality are a requirement for promotion to associate professor.

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Associate Professor to Full Professor

1. Quality teaching

Supporting materials to demonstrate teaching performance are those listed under Associate Professor above. These materials should be provided for the period during which one has served at the Associate Professor rank.

A. Satisfactory evaluation ratings for all courses taught.

2. Research and publication

Guidelines for assessing research/publication productivity are as follows:

A. Receipt of four or more research grants from college/university level groups and/or from outside private/governmental sector funding authorities. Variance from the required number of grants will be considered in cases substantial dollar grants. To meet the definition of a grant, the funds must be administered through the University of North Texas.

B. Publication of six articles in addition to the number required for promotion to Associate Professor. The additional six articles must be in Class A and Class B journals as defined in the departmental classification of journals.

(As with the granting of tenure and/or promotion to associate professor rank, papers presented at professional meetings and published in proceedings, monographs, textbooks, chapters in textbooks, and feature articles, and web-based textbooks and book chapters will not be substituted for the publication requirement stated above. Variance from this requirement will be considered in the case of exceptional contribution to the departmental mission.)

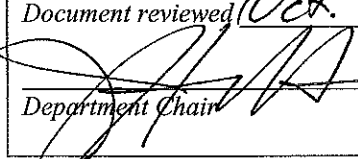
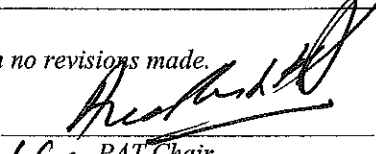
3. Service

The various types of service activities are those listed under service for Associate Professor above.

The Personnel Affairs Committee's annual assessments of faculty member service activities will be employed by the Promotion and Tenure Committee when evaluating faculty members for tenure and/or promotion. Faculty holding the rank of Associate Professor or above are expected to place more emphasis on service, particularly at the college and university level.

4. Professional Integrity

Professional integrity and collegiality are a requirement for promotion to full professor.

Document reviewed <u>Oct. 10</u> , 2007, with no revisions made.			
	<u>10-2-2007</u>		<u>April 8, 2008</u>
Department Chair	Date	(for PAT Chair J Crawford)	Date