

# ETSU DEPARTMENT OF POLITICAL SCIENCE, INTERNATIONAL AFFAIRS & PUBLIC ADMINISTRATION

## GUIDELINES FOR PROMOTION

### ASSISTANT PROFESSOR

The Department of Political Science guidelines for promotion to or hiring at the rank of Assistant Professor are as follows:

- Possession of an earned terminal degree, as defined by the discipline, from a regionally accredited institution in the instructional discipline
- Evidence from academic records, recommendations, interviews, or other sources that the individual is adequately trained in the discipline and is otherwise competent to carry out the duties and responsibilities of a member of a university faculty
- Evidence of effective teaching or promise for such teaching
- Evidence of published research or of publishable research in progress

### ASSOCIATE PROFESSOR

The Department of Political Science, International Affairs & Public Administration general guidelines for promotion to the rank of Associate Professor are as follows:

- Possession of an earned terminal degree, as defined by the discipline, from a regionally accredited institution in the instructional discipline
- Five years of full-time teaching at the rank of assistant professor – exceptions may be made for extraordinary performance and overall years of full-time teaching experience

Regarding performance in the three traditional areas of teaching, research and scholarly activity, and service, successful candidates for promotion to this rank should be judged good in two areas and excellent in at least one area.

Teaching: Evidence that validates teaching ability may come from: Student evaluations, class observations carried out by members of the Department faculty, and peer evaluations of teaching materials. Candidates for promotion must demonstrate:

- Command of the subject matter
- Ability to organize and present subject matter effectively
- Ability to motivate students

Evidence of effectiveness in academic assignments other than teaching in the Department of Political Science shall include materials and information that are pertinent to the assignment in question. This may include course development, guest lectures, direction of student theses, direction of independent studies, and other relevant activities.

Research: Documented evidence of scholarly productivity in research endeavors within the discipline may include:

- Publications such as articles in refereed and non-refereed journals, books, textbooks, and chapters in edited books. A book-length work supersedes most other publications. Successful research grant proposals will also be considered.

- Scholarly presentations at state, regional, national, and international professional conferences

Specific research expectations will vary depending on the candidate's teaching load. At a minimum, the candidate for tenure must have evidence of:

- Publication of a book OR
- Three publications such as scholarly articles in refereed journals or chapters in edited books
- Plus scholarly presentations at state, regional, national, or international professional association conferences

Service: Evidence of service activities may include:

- Academic advising and mentoring of students
- Participation in departmental governance
- Service on College or University committees
- Reviewing book or article manuscripts or published books; organizing and/or serving on panels at state, regional, national, and international professional conferences; serving as an officer for professional organizations; serving on editorial boards of scholarly journals; participating in scholarly workshops; or consulting in the candidate's field of expertise
- Participation and leadership roles in state, regional, national, and international professional organizations
- Lectures/presentations to community organizations and other types of public service related to the candidate's discipline

## PROFESSOR

Successful candidates for the rank of professor should be judged as excellent in at least two of the three areas – teaching, research, service -- and as at least good in the third. Candidates for professor should be expected to have a greater quantity as well as quality of achievement in those three categories than is expected of candidates for the rank of Associate Professor.

The Department of Political Science, International Affairs & Public Administration general guidelines for promotion to the rank of Professor are as follows:

- Possession of an earned terminal degree, as defined by the discipline, from a regionally accredited institution in the instructional discipline
- Six years of academic experience in the rank of associate professor; exceptions may be made for extraordinary performance and overall years of teaching experience.

Teaching: Evidence of teaching effectiveness may come from:

- Peer evaluation of a teaching portfolio, including syllabi, examinations, graded essays, supervised research papers, and other class materials
- Student evaluations
- Creation of new courses and syllabi

Research: Documented evidence of scholarly productivity in research endeavors within the discipline may include:

- Publications such as books, articles in refereed journals, textbooks, and chapters in edited books. Successful research grant proposals will also be considered.
- Research paper presentations at state, regional, national, and international professional conferences.

Specific research expectations will vary depending on the candidate's teaching load. At a minimum, the candidate for promotion to Professor must have evidence of:

- Publication of at least one scholarly, book-length work from a university press or major trade publisher, or publication of several articles in refereed journals
- Publication of additional articles in refereed and non-refereed journals and book chapters.
- Plus research paper presentations at state, regional, national, or international scholarly conferences

Service: Evidence of service activities may include

- Academic advising and mentoring of students
- Participation in departmental governance
- Service on College or University committees
- Reviewing book or article manuscripts or published books; organizing and/or serving on panels at state, regional, national, and international professional conferences; serving as an officer for professional organizations; serving on editorial boards of scholarly journals; participating in scholarly workshops; or consulting in the candidate's field of expertise
- Participation and leadership roles in state, regional, national, and international professional organizations
- Lectures/presentations to community organizations and other types of public service related to the candidate's discipline

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Chair of Department of Political Science

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Dean, College of Arts and Sciences