

Promotion Policy: Department of Mathematics
College of Arts & Sciences
Baylor University

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This document serves as a description of expectations regarding teaching, research, service, and interpersonal relationships for candidates for promotion to the rank of Professor in the Department of Mathematics.

Teaching: The candidate for promotion must have a record of increasingly effective teaching, both inside and outside of the classroom. This will be noted through:

- Peer and student course evaluations.
- Directing doctoral dissertations to completion. Directing undergraduate theses to completion strengthens the case.
- Breadth in teaching as substantiated by the nature and number of courses taught both at the undergraduate and graduate level and by curriculum development involvement.

Research: A promotion candidate is expected to have established a record of scholarship in her or his field comparable to that of peers at R1 universities. She or he should be able to document that she or he has achieved an international reputation in her or his research area. In particular:

- The candidate for promotion will have published research in peer-reviewed venues at a rate comparable to that of Professors in departments of mathematics similar in size and scope at R1 universities. In general, quality is the primary consideration in judging research and extra weight is given to papers appearing in journals of high regard in the mathematical community. Judgments on quality will be informed by the external experts' written letters.
- The candidate for promotion will have achieved external research funding at a rate comparable to that of Professors in similar subdisciplines in departments of mathematics similar in size and scope at R1 universities.

Service: Each candidate for promotion must be actively engaged in service to the department, the university, and, as importantly, the profession. Each candidate should be an active member of a faith community.

Interpersonal Relationships: The candidate should display civil interpersonal relationships with students, colleagues, and other members of the university community. There should be evidence of integration within the life of the home department and the University through regular attendance and participation in scheduled meetings and events. Candidates should also be supportive of Baylor's distinctive Christian mission.

University Policies and Procedures Governing Promotion: The Provost's website includes a page devoted to *Policies related to employment with Baylor*, <https://www.baylor.edu/provost/index.php?id=948441>, which contains useful links related to promotion. Specific policies regarding the promotion process are governed by *BU-PP 702* <https://www.baylor.edu/content/services/document.php?id=42355>.

College of Arts & Sciences Policies and Procedures Governing Promotion: Beyond the university policies governing promotion in rank, the College of Arts and Sciences stipulates the following.

1. **External Letters:** At least five external evaluation letters will be provided for each promotion candidate. The external evaluators will be faculty holding the rank of Professor at peer or aspirant *research universities*. These letters will address the *research stature* of the candidate. No more than one of these evaluators should be emeritus. None of the external evaluators should have been a collaborator or mentor of the candidate. The external evaluators will be instructed to specifically address the question of quality and impact of the candidate's work.
2. **Pre-promotion review:** Each faculty member interested in applying for promotion will arrange with the department to participate in a pre-promotion review three years before the year in which she or he intends to apply for promotion. (In rare instances, the Dean of the College of Arts & Sciences may grant an exception to the three-year lead time.) Pre-promotion reviews should include all of the Professors in the department and a representative from the A&S Dean's office. The candidate should provide a current CV and a brief letter indicating progress made towards promotion in the areas of teaching, research and service in light of the expectations indicated above. Following the review the department chair will provide a letter summarizing the Professors' evaluations to the candidate and the A&S Dean's office.