

**Promotion Policy: Department of Sociology
College of Arts & Sciences
Baylor University**

Revisions Approved by the Office of the Provost, May 27, 2022—James Bennighof

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 Sociology.

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

- Peer and student course evaluations.
- Directing doctoral dissertations and Master's theses to completion.

Each candidate will also be expected to turn in a summary of his or her teaching activities (courses taught, syllabi, teaching philosophy, student mentorship, professional development activities, etc.) as part of his or her application.

Research: Each 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 a national reputation in her or his research area. In particular:

- The candidate for promotion will publish research in peer-reviewed venues at a rate comparable to that of Professors in Departments of Sociology at R1 universities.
- The candidate for promotion will seek external research funding at a rate comparable to that of Professors in Departments of Sociology at R1 universities and be able to demonstrate comparable success in obtaining funding.
- The candidate will have produced a volume of work which she or he can present as a significant contribution to the field of sociology.

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. He or she 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 five 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 mentor of the candidate or a frequent collaborator. 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.