

Tenure Guidelines: Department of Biology
College of Arts & Sciences
Baylor University

Revisions Approved by the Office of the Provost, January 18, 2021—James Bennighof

This document serves as a description of expectations regarding teaching, research, service, and interpersonal relationships for candidates for tenure in the Department of Biology.

The mission of the Department of Biology is to provide, within the framework of Christian education, high quality instruction to undergraduate and graduate students and to foster scholarly activity in biology that is of national and international significance. This mission will be pursued with the expectation that the department's program will be recognized as a leader among biology programs. The department also expects professional leadership and contributions to the mission of the College of Arts and Sciences and Baylor University.

The Department of Biology has developed the following written policy for evaluating candidates for tenure and promotion to the rank of Associate Professor. The department reserves the right to revise this policy periodically in accordance with departmental needs/requirements. This policy should not be construed as creating a contractual right or agreement for tenure or promotion. The criteria and procedures of the University Tenure Policy Statement and Promotion Policy Document, and the policies and procedures established by the Board of Regents of Baylor University necessarily take priority over any departmental provisions. The department evaluation of the candidate for tenure will be consistent with the published policies and procedures of Baylor University.

Teaching: Tenure candidates in the Department of Biology should demonstrate that they are committed to the teaching mission of Baylor University. In particular, they should:

- Develop and teach a graduate course in the pre-tenure period.
- Develop rigorous and organized curricula for courses based on current science that seeks to develop an appreciation for the scientific method and the process of discovery.
- Show evidence of effective teaching through faculty peer review.
- Show evidence of positive student evaluations.

Research: Tenure candidates in the Department of Biology should demonstrate they are performing scientific research that is nationally and internationally recognized and extramurally-funded at a level comparable to that expected at Departments of Biology at R1 universities. In particular, they should:

- Publish a minimum average of 2-3 peer-reviewed manuscripts per year prior to submitting the tenure application.
 - Publications should exhibit a balance of publication quantity and quality. Publication quality is evidenced by journal reputation, impact factor, media coverage, or other qualitative measures.
 - The candidate should serve as the first or senior author on a majority of the required publications.
 - The candidate's student(s) should serve as first author on a portion of the publications.
- Obtain extramural research funding consistent with subdisciplines at R1 research institutions.

- Candidates should demonstrate a determined pursuit of federal research funding, but funding sources can be diverse including traditional federal programs and other state, local, industry, non-profit, or non-competitive sources.
- Mentor graduate students making clear progress toward a degree.

Service: Candidates should perform service to the department, the university and the discipline. In particular, they should:

- Show evidence of university service through departmental committees, seminar, and leadership in undergraduate or graduate student extracurricular activities.
- Show evidence of society service by organizing meeting sessions/symposia, committee service or active participation in service projects.
- Baylor University expects all faculty to have a personal involvement with a local faith community.

Interpersonal Relationships: Candidates for tenure should display civil interpersonal relationships with students, colleagues and other members of the university community.

University Policies and Procedures Governing Tenure: 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 tenure. Specific policies regarding the tenure process are governed by *BU-PP 704*, <https://www.baylor.edu/content/services/document.php?id=287054>. Tenure procedures, including information on tenure reviews and preparing the tenure dossier are detailed in the document *Tenure Procedures* <https://www.baylor.edu/provost/doc.php/287055.pdf>