

Promotion Policy: Department of Art & Art History
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 Art & Art History. Typically, faculty will not attain the level of eminence and leadership consistent with the rank of Professor before at least six years past the granting of tenure.

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:

- review of the candidate's teaching load, course distribution (including independent study courses, supervision of honors theses, participation on master's theses and dissertation committees);
- review of all post-tenure student course evaluations;
- review of the candidate's self-assessment of her or his teaching performance discussing how student suggestions have been utilized for personal teaching improvement following tenure;
- review of peer evaluations (candidate will be observed by full professors as part of the pre-promotion review process below);

The candidate's actions related to the following will also be considered:

- interest in improving teaching, which should be demonstrated in pedagogical development opportunities (such as those provided by the Academy of Teaching and Learning, professional societies, and the mentoring of junior faculty);
- contributions to department, college, and/or university curricular development and enhancements;
- promotion and mentorship of undergraduate research and advanced art projects.

Research: Promotion candidates are expected to have established a record of scholarship in their field comparable to colleagues at R1 universities. A candidate should be able to document that he or she has achieved a *national and/or international reputation* in his or her research area. In particular:

- The candidate for promotion will publish research and exhibit creative scholarship in peer-reviewed venues at a rate comparable to that of Professors in undergraduate departments of Art & Art History at R1 universities.

External Funding. Although not required, seeking external funding (processed by the Office of Pre- and Post-Award Administration) is strongly encouraged. Private foundations, federal grants, funded residences/fellowships enhance one's research agenda and its exposure to the broader academic community as well as contributing to University R1 goals.

Service: After being granted tenure, a faculty member will have increased responsibilities within the department, college, and university. Full Professors will be called upon to assume leadership roles

and to participate willingly as requested by the department chair. For example, these responsibilities may include committee work, advising, mentoring, or other contributions to the functioning of the department. Candidates for promotion will demonstrate a distinguished pattern of leadership not only within the department, but also on the college, university, and professional levels. Each candidate should be an active member of a faith community.

Interpersonal Relationships: The candidate should display civil interpersonal relationships with students, staff, colleagues, and other members of the university community. She or he 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.

*The Art & Art History Department candidates also submit post-tenure course evaluations and peer-teaching evaluations by all Professors prior to each pre-promotion review.