

**A&S Guidelines for Promotion to the Rank of Professor in the GEO Department
Department of Geosciences
College of Arts & Sciences, Baylor University
Ratified by the Faculty on September 23, 2020 and revised April 26, 2021**

Revisions Approved by the Office of the Provost, June 8, 2022—James Bennighof

The Department of Geosciences has developed these guidelines for promotion to the rank of Professor as a supplement to the Baylor University *Promotion Procedures* (BU-PP 702, [insert web link when it becomes available](#)), to assist the Department, College, Provost, and President in their evaluation of Geosciences Faculty. The promotion criteria are an extension of standards set in the Department's tenure guidelines. A faculty member's entire scholarly career is evaluated, with emphasis placed on accomplishments since tenure. The candidate's productivity and impact in the areas of teaching, research, and service are assessed by faculty in the Department of Geosciences holding the rank of Professor, and independent assessments of the candidate's credentials by external referees, from R1 institutions, who are experts in the candidate's area of specialization. Appropriate post-tenure measures of progress toward promotion to Professor include the following.

Teaching and Mentoring: Candidates must show quantitative and qualitative evidence of effectiveness within the classroom in organizing and presenting appropriate material and in stimulating intellectual responses among students. Candidates should develop effective field-, laboratory-, and/or classroom-based curricula relevant to their areas of instruction and incorporate appropriate teaching innovations and new knowledge as they become available. Evidence of effectiveness should be reflected in student course evaluations, and by peer evaluations of teaching by more than one faculty member. At the time of promotion, faculty should have successfully mentored doctoral students to completion since receiving tenure and served on student thesis and dissertation committees. Success can be demonstrated by graduation, or significant progress toward graduation and placement of doctoral students and/or postdocs within a six-year period following tenure. Other acceptable evidence of teaching scholarship includes publications and grants for teaching innovations, teaching awards, and demonstrated achievements of students and participation in teaching workshops. Where necessary, evidence of efforts to improve teaching effectiveness should be provided.

Research and Scholarship: Candidates seeking promotion should demonstrate significant scholarly productivity since tenure. At this stage, a candidate's scholarly record will consist of a more mature formulation of research questions that are deeper in impact and broader in scope, as well as a more sophisticated exploration of those questions. Growth of the candidate's research program may also be demonstrated by expansion into new and emerging areas of inquiry, beyond what was presented in his or her tenure dossier. A candidate should have developed a research program that has a national and international impact and involves students, postdocs and/or faculty and scientists at Baylor and other institutions. The candidate should be recognized as an authoritative source of knowledge and innovation that broadly impact the geosciences.

Acceptable measures of scholarly impact and stature may include the quality and quantity of publications, presentations at professional meetings, peer-reviewed competitive research funding from federal and industry sources, citation indices, and the degree to which postdoctoral scholars and graduate students are attracted to work with the candidate. Both publication rates and external research funding should be at levels expected for similar research programs at R1 universities and include funding from Federal agencies and competitive, peer-reviewed programs.

Service: The candidate should provide evidence that he or she has provided significant service to the Department and the University, and that his or her service is respected and valued by colleagues. Candi-

dates should also provide evidence of service to the broader scientific community through active participation in scientific, charitable, community service, educational, or public policy organizations, particularly if the service is in an elected or appointed leadership role on scientific committees and professional societies, boards or advisory panels. Service on peer-reviewed journal editorial boards, as an editor, as an officer in a professional society, as a leader of new federally/state funded research initiatives or as an invited reviewer for journals and grant-funding agencies is especially noteworthy. Each candidate should be an active member of a local faith community.

Candidates should demonstrate collegiality, as evidenced by positive interactions with faculty, staff, and students within the Department of Geosciences, and be supportive of the University's 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. 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 or collaborator of the candidate. External evaluators will be specifically instructed to 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.