

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

Revisions Approved by the Office of the Provost, June 9, 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 Theatre Arts.

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 teaching evaluations
- Student course evaluations.
- Effective mentorship of undergraduate students in mainstage production projects.
- Promotion of undergraduate research in traditional scholarship and creative scholarship.
- Supervision of honors theses for undergraduate students.
- Meaningful participation with students in co-curricular departmental projects, for example: coaching student auditions, movement direction for productions; dialect coaching.
- Successful mentorship of MA and MFA theses to completion.
- Contributions to department, college, and/or university curricular developments and enhancements.

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 or international reputation* in her or his research area. In particular:

- The candidate for promotion will present research in peer-reviewed venues (i.e. journals, conferences, and professional theatres) at a rate comparable to that of Professors in Departments of Theatre Arts at R1 universities or elite theatre programs in higher education.
- The candidate for promotion will seek external funding as evidenced by completed grant proposals submitted to organizations during the period of review.

Service: It is expected that the candidate for promotion will have grown overall since receiving tenure. The candidate for promotion will have participated meaningfully in the life of the department as evidenced by, for example:

- Contributing to departmental faculty/staff meetings.
- Regularly attending workshop and departmental productions.
- Helping students prepare for outside auditions, job interviews, and post-graduate opportunities; writing letters of recommendation when appropriate.

Each candidate for promotion must be actively engaged in service to the department, the university, and, as importantly, the profession. Professional engagement at a national level is expected. 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 external evaluators will be faculty holding the rank of Professor at R1 universities or elite theatre programs in higher education. 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.