

DEPARTMENT OF SOCIOLOGY & ANTHROPOLOGY

EAST TENNESSEE STATE UNIVERSITY

GUIDELINES FOR PROMOTION

ETSU's policy on faculty promotion considers promotion to be a recognition of faculty members' past achievements and an expectation of greater accomplishments and responsibilities in the future. In order of their importance, candidates for promotion in the Department of Sociology and Anthropology must provide evidence of achievement in teaching, research, and service. The Department concurs with the University's policy that "Promotion to higher rank is neither an unqualified right nor an automatic occurrence." Although completing a given period of service or performing routine duties (such as carrying a normal course load; conducting and publishing research; performing professional service to the community, university, or discipline; advising students) are factors in the candidate's favor, they do not warrant promotion in and of themselves. Instead, "Candidates for promotion to associate professor or professor are expected to demonstrate both a higher quality and a greater cumulative quantity of achievement in each of the three areas than are candidates for promotion to lower rank".

The Department of Sociology and Anthropology will inform junior faculty of the expectations for promotion. This will be accomplished primarily through the annual review process. In addition, for assistant professors, the department conducts a third-year review that provides the assistant professor with specific feedback on their performance up to that point as well.

ASSISTANT PROFESSOR

The Department concurs with the expectations for promotion to assistant professor enumerated in the ETSU Faculty Handbook:

- Earned doctorate or terminal degree from a regionally accredited institution or comparably recognized non-U.S. institution
- Evidence from academic records, recommendations, interviews, or other sources that the individual is adequately trained in the discipline and is otherwise competent to carry out the duties and responsibilities of a member of a university faculty
- Evidence of good character, mature attitude, and professional integrity.
- Evidence of effective teaching if the individual has taught at the college level. If the individual has not taught at the college level, evidence should be obtained that satisfactory teaching performance can reasonably be expected.
- Promise of productive creative and scholarly research and professional service.

ASSOCIATE PROFESSOR

The Department of Sociology and Anthropology concurs with the university's general expectations for promotion to Associate Professor. Candidates should have documented evidence of either high quality professional productivity which may lead to national recognition in the academic discipline or high quality professional activity that is consonant with the goals of the University or the Department. The Department further specifies that faculty who desire to be promoted to the rank of Associate Professor should show evidence of the following:

1. As with the tenure decision, the candidate must first and foremost have demonstrated a strong commitment to quality instruction and actual teaching effectiveness. Evidence of such

commitment and effectiveness will be evaluated by quantitative and qualitative indicators of student evaluations, currency of course content, revision or innovation of teaching methods, development of new courses, results of peer evaluations of teaching (as described in the Department's Guidelines for Tenure), and yearly evaluations of teaching by the department chair. These criteria for teaching will have the greatest weight in the decision regarding promotion to Associate Professor.

2. Research, scholarship, applied, and other professional creative activities are valued and weighted second in importance for promotion. Success in one or more of these areas is expected, as well as clear evidence that the faculty member has established a fruitful professional agenda that shows promise for continued productivity. The types/combinations of publications and professional reports specified in the Department's Guidelines for Tenure also apply here.

- single or multiple-authored book published by an academic or trade press;
- single or multiple-authored article in a refereed journal, with quality of the journal to be evaluated by department faculty in the discipline (sociology or anthropology);
- funded grant or contract applications to public or private agencies;
- single or multiple-authored chapter in a book that has been peer-reviewed;
- applied project reports;
- single or multiple-authored textbook;
- refereed book reviews;
- invited articles, book chapters, or reviews that are evaluated only by the editor;

- papers presented at professional meetings that are not eventually published and non-funded grant applications.

3. The candidate is also expected to have a record of service in at least two of the three areas: university, discipline-specific, and community. All candidates for promotion in the Department are expected to effectively and accurately advise students on curriculum matters. When particular faculty positions have been designated as carrying heavier service commitments or administration of (a) professional project(s), standard expectations for scholarly productivity may not be entirely applicable.

PROFESSOR

Promotion to Professor rank in the Department of Sociology and Anthropology will be based on those criteria noted in the Faculty Handbook. As the Handbook notes,

Since there is no higher rank, promotion to professor is taken with great care and requires a level of achievement beyond that required for associate professor. This rank is not a reward for long service; rather it is recognition of superior achievement within the discipline with every expectation of continuing contribution to the university and the larger academic community.

The Department further specifies that the successful candidate for promotion to Professor is expected to show strong evidence of consistently good teaching evaluations through quantitative and qualitative indicators of student evaluations and results from peer evaluations as described in

the Department's Guidelines for Tenure, important contributions to student development through new or revised courses, other types of curriculum development, and currency in course content. Furthermore, the candidate will be expected to have a record of continued productivity in research or applied efforts, or exceptional service contributions to the university, the discipline, or the community. All candidates for promotion in the Department are expected to effectively and accurately advise students on curriculum matters. Productivity criteria are documented in the Department's Guidelines for Tenure and above in the criteria for promotion to Associate Professor.

William N. Duncan

Chair of Sociology & Anthropology

Dean, College of Arts & Sciences

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