

Tenure and Promotion Guidelines for Philosophy (Revised November 29, 2017)

For the timing of tenure and promotion reviews, including early reviews, consult the ACD Manual.

Tenure and Promotion to Associate Professor

Each candidate for promotion to Associate Professor with Tenure will be judged in three categories, Research, Teaching, and Service, proportional to their workload assignments. To be recommended for tenure and promotion, the candidate must present an overall record of excellence in research and teaching and provide evidence of satisfactory achievement in service.

Research. Candidates for tenure and promotion to associate professor should show real promise of becoming leading scholars and researchers.

Quality of publications is the central criterion for tenure and promotion to associate professor. Among the factors used in assessing the quality of a candidate's publications are: originality and significance of the project, stature and selectiveness of the publishing venue, appearance in a refereed venue, and impact of the work nationally and internationally. External referees' assessment of the quality of the work also plays a significant role in the review committee's deliberations.

Because quality of publications is the central criterion, there is no set number of publications that is necessary or sufficient for a positive assessment of the candidate's research. The national norm for quantity of publications is significantly lower in the discipline of philosophy than for other humanities disciplines. (Other humanities disciplines might expect 8 to 12 articles and/or a book). This may reflect the difficulty of constructing the kinds of closely argued essays that can make it into journals that have a 5-15% acceptance rate. Tenure candidates in philosophy would be well advised to aim for at least six publications. Candidates should also be aware that the review bodies will pay particularly close attention to their publication record while at ASU. Candidates are also encouraged to measure their performance against successful tenure cases in their research areas at peer institutions.

It is important that some of the publications be accepted in highly regarded, peer-reviewed journals in the candidate's field of research. Articles published electronically are assessed by the same standards as printed publications. Chapters, encyclopedia articles, or substantial introductions contributed to anthologies are evaluated on the basis of the quality of the work itself, the quality and importance of the volume, whether the contribution was refereed, and the extent to which, if invited, the invitation is an indication of the candidate's authoritative stature in the field. In some cases, encyclopedia entries, such as to the *Stanford Encyclopedia of Philosophy*, may be treated as equivalent to a journal article. Candidates are advised to seek the Personnel

Committee's advice on publishing venues and types of publication.

Monograph publication is not the norm in philosophy for candidates coming up for tenure and promotion to associate review. Candidates who do have a published monograph would be well advised to also have some articles in refereed venues. It is important that the monograph be published by a well-respected university or academic press. Edited anthologies, translations with a critical introduction and/or scholarly annotations, and edited special issues of journals contribute to one's research portfolio, but they do not count as much as original research and writing. Tenure candidates should thus think carefully about where to invest their research energies. Monographs or edited collections that appear designed for classroom use and to compete in the textbook market are standardly given less weight by external referees and by the review committee in philosophy.

Co-authored articles or books will be assessed by the same standards as single authored articles and books. The candidate should indicate the proportion of their contribution to a co-authored publication. The candidate will receive credit in proportion to the contribution to the co-authored work.

A manuscript must be complete and accepted by a publisher and "in production" in order to count towards promotion and tenure as a publication. "In production" indicates the completion of all work on the manuscript by the author, including all revisions, with the exception of editing associated with production (such as copyediting, page proofs, and indexing). Similarly, articles and book chapters must either be "in print" or "forthcoming" in order to be counted as publications. "Forthcoming" means that an article or book chapter has been accepted for publication and requires no further authorial revisions or editing, with the exception of editing associated with production (such as copyediting and page proofs). *College and University review committees strongly favor page proofs as evidence of completion.* However, given the length of time manuscripts may spend in the review process and/or in the publication queue after final acceptance (which may be more than a year), page proofs may not be available. If page proofs are not yet available, candidates should provide a letter of final acceptance from the journal or press.

Work in progress and work submitted but still under review will be considered as evidence of a sustained research trajectory.

Tenure and promotion candidates are expected to have been active in presenting their work in local and national venues, if not also international ones. Candidates are thus advised to submit their work for conference presentations and should indicate whether conference contributions are refereed or not. Invited lectures provide evidence that the candidate's work is recognized within the larger profession of philosophy.

Although it is advisable for candidates to focus their research energies on scholarly production, manuscript reviewing for respected journals, presses, and conferences and invited book reviews are evidence of public recognition of the candidate's standing in his or her field of research.

External funding is not required in philosophy; receipt of either external or internal awards, grants, or fellowships weighs in the candidate's favor while its absence is not a negative.

Teaching

Candidates for tenure and promotion to associate professor should be strong teachers, active in mentoring students and in contributing to the quality of the undergraduate and graduate curriculum. Quality of teaching is judged primarily by student evaluations of teaching and peer evaluations by faculty. One peer evaluation will be conducted before the 3rd year review. Two additional peer evaluations—one of a 100 or 300-level course and one of 400 or 500-level course—will be conducted before the tenure review. Nomination or receipt of teaching awards, curricular development, innovation in teaching strategies are all positive indicators of quality teaching. Evidence of mentoring includes serving on or chairing thesis committees, overseeing internships and independent study projects, advising student groups at either the undergraduate or graduate level, involvement of students in the candidate's research projects. Pre-tenure faculty are not expected to chair graduate thesis committees. All faculty members are expected to participate in the full range of courses, including a share each semester of service courses (where service courses include 100-level introductory courses, courses such as bioethics that are designed for students with diverse majors, and core majors courses that are offered on a yearly basis).

Service

Candidates for tenure and promotion to associate professor are expected to have done regular service for the philosophy faculty. Service at school, college, and university levels counts in the candidate's favor. Given the importance of establishing a publication record and of developing one's teaching during the pre-tenure period, the expectations for service contributions are lower than for tenured faculty.

Promotion to Full Professor

Research. Candidates for promotion to full professor are expected to have established a national and international reputation in their field(s) of research. Reputational evidence includes citations to the candidate's work, invited colloquia or conference presentations, invited keynote lectures, service in editorial positions (e.g., editor, editorial board, book review editor) for journals and book series, elected office in professional philosophical associations, journal and book manuscript reviewing, and external tenure and promotion reviews.

Candidates are expected to have a sustained record of scholarly activity, with publications continuing to appear on a regular basis since the previous promotion. Assessment of the quality of publications and the weight attached to different sorts of scholarly activities will be according to the same standards as for tenure and promotion to associate professor.

Because quality of publications and national and international reputation are the central criteria, there is no set number of publications that is sufficient for a positive assessment of the candidate's research. That said, candidates for promotion to full professor would be well advised to have a monograph published after the last promotion with a respected university or academic press. At least some of the candidate's published work should be considered leading contributions to the candidate's field of research.

Teaching

Quality of teaching will be assessed by the same measures as for tenure and promotion to associate professor. In addition, candidates for promotion to full professor are expected to be significantly involved in graduate education, especially in the form of chairing and serving on graduate thesis committees.

Service. Candidates for promotion to full professor are expected to have accepted significant internal service on philosophy faculty, school, college, and/or university committees and to be active in some external professional service roles. The latter include conference organizing, editorial-related roles for journals and book presses, office in a professional philosophical organization, external tenure and promotion reviews, and manuscript reviewing.

Advice to candidates:

The Unit will provide a table of your numerical teaching evaluations for all of the courses you have taught. It is the candidate's responsibility to provide the rest of the information supporting his or her tenure or promotion case. Below is a list of the information that candidates should keep a running list of.

Teaching:

1. Indicate name and year of completion of
 - a. MA students whose committee you chaired
 - b. MA students whose committee you served on
 - c. PhD students whose committee you chaired
 - d. PhD students whose committee you served on

2. Indicate name and year of
 - a. undergraduate honors thesis you chaired

- b. undergraduate honors thesis committee you served on
3. Indicate name, semester, and year of
 - a. undergraduate independent studies
 - b. graduate independent studies
4. Indicate how many honors contracts you have supervised and in which courses.
5. Check with the faculty head to make sure that peer-teaching evaluations of *at least two* courses are scheduled and completed. The courses should be at different levels. For tenure, you should have three peer teaching evaluations spaced out over the years. Tenure and promotion files must contain at least *three* pieces of evidence related to the evaluation of teaching.

Research:

1. For each article you have published, indicate
 - a. if it was peer reviewed or invited
 - b. if published in a journal, the acceptance rate of the journal
 - c. the proportion you contributed if the article was co-authored
2. Include in your statement what you take to be evidence of your national and international reputation.
3. The CV should clearly indicate which presentations were peer-reviewed as well as which presentations were invited.
4. Evidence of the impact of your work if possible
5. Candidates will be asked to provide the names of ten potential external referees. It is desirable to include names of individuals at ABOR approved peer institutions.

Service:

1. The CV should clearly indicate all philosophy, SHPRS, college, university, and external service
2. List the names of the journals and presses for which you have done manuscript refereeing, and if possible how many articles/books you refereed