

DEPARTMENT OF FOREIGN LANGUAGES AND LITERATURES
TENURE AND PROMOTION TO ASSOCIATE PROFESSOR

Revised Jan. 2005

The Department of Foreign Languages and Literatures makes tenure and promotion recommendations on a record of research, teaching, and service. In addition, Collegiality, cooperation and contributions to Department life are expected of all faculty members. The strongest cases will demonstrate excellence in research and teaching, as well as a satisfactory record of service and involvement in Department initiatives. The Department recognizes and encourages interdisciplinary work in teaching and research. Research and publication done since coming to UNM is weighted more heavily than work done previously.

TEACHING

A strong teaching record can be established by demonstrating success in the following categories:

- Student evaluations
- Peer reviews (untenued faculty should have at least one evaluation by tenured faculty each semester)
- Course materials (syllabi, exams, etc.)
- Awards and grants for teaching
- Curriculum development
- Honors, thesis and dissertation direction
- Membership on honors, thesis and dissertation committees
- Unsolicited letters and other testimonials

Untenued faculties are expected to develop and teach a variety of courses serving the needs of their programs.

SCHOLARLY RESEARCH AND PUBLICATIONS

It is impossible to establish a fixed quantitative and qualitative requirement in this area. Candidates for promotion at Associate Professor should, however, demonstrate scholarly excellence in publications recognized by the profession. They should also show expansion of research areas beyond the dissertation and evidence of an emerging national and/or international reputation as a specialist in their designated field. The Department has in the past regarded favorably a scholarly agenda that has included a book-length publication or a series of substantial articles in respected, refereed venues.

Publications in print or with certified and verifiable commitment from an editor will carry substantially more weight than works under submission or in progress. The stature of the press that publishes the work may also be taken into consideration. Again, a successful tenure bid typically results from a well thought out and executed plan established in coordination with the junior faculty member's mentors and department chair.

The Department also values and recognizes grants and fellowships in support of research projects. In evaluating the significance of an award, we will make a distinction between local, national and international.

Book or monograph

The publishing of a book-length research monograph in the candidate's area of specialization is a central step toward tenure and promotion. The Department regards a published monograph based on the doctoral dissertation as a demonstration of the interest and importance of the candidate's doctoral work. If the monograph is derived closely from the dissertation, the candidate's subsequent research should be demonstrated by additional publications. If, however, the monograph includes substantial post-doctoral material, this becomes a sign of the ongoing and developing nature of the candidate's research.

Articles or book chapters

The Department values scholarly articles in important refereed journals or book chapters in edited volumes. If these publications are derived from the dissertation with little or no revision, they will carry less weight than new material begun since arriving at UNM. The publishing venue or the impact on the field and the profession will be weighted in evaluating an article or book chapter. The Department will also consider a pattern of publications. It is important to establish an identifiable profile in a field which can be recognized by outside readers and evaluators.

Books and anthologies edited or co-edited (collection of secondary materials)

Books edited, including anthologies of primary sources, can make a worthwhile and important contribution to the field, but junior faculty should be aware that an edited volume can be a very time consuming endeavor. It is not comparable to an original scholarly book especially if the candidate was not the sole or main editor or the author of any of the chapters. The significance of the original work to the field, the editor's scholarly contribution to the volume, and the publishing venue are also factors in evaluating edited volumes.

Translations

A book-length translation is recognized as a valid and important contribution to the profession. It does not normally carry the same weight as an original scholarly monograph. It will be weighted more heavily if the candidate, in addition to translating the text, writes a preface, introduction or afterword, or if the translation contains some sort of scholarly apparatus. The significance of the original work to the field, as well as the publishing venue, are also factors in evaluating translations.

Textbooks

The criteria of evaluation will include originality, importance to the field and publishing venue.

Conference proceedings

Conference proceedings are not typically considered refereed publications. When including a paper published in conference proceedings, a candidate should be able to document the selection criteria and the importance of the volume.

Conference papers

Junior faculty are encouraged to present scholarly papers at conference as a means of gaining valuable feedback and visibility from their peers. The impact of a conference paper will depend to some extent on whether it is regional, national, or international conference.

Book reviews, encyclopedia articles, biographical sketches

The writing of a book review is a sign that a scholar is beginning to gain recognition in his/her field. However, these publications generally count little in the evaluation of the tenure and promotion file unless they have some length and substance, e.g. an invited review article in a major journal.

SERVICE

All tenure-track faculty members are expected to serve on departmental committees and to provide leadership in their individual programs. Untenured faculty are not generally expected to take on extraordinary service. Service outside of the Department or University or in professional organizations while not expected, is a sign of the candidate's gaining recognition in his/her scholarly field.

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PROMOTION TO FULL PROFESSOR IN THE DEPARTMENT OF FOREIGN LANGUAGES AND LITERATURES

The present document should be considered in conjunction with the relevant sections of the UNM Faculty Handbook. They note that “Professors are the most enduring group of faculty, and it is they who give leadership and set the tone for the entire University” (2.2.3c). The anticipated length of service at the rank of associate professor before being considered for promotion to full professor to full is five years and recommendations for promotion in less time should be carefully weighted and justified by the administrative officer making the decision (4.8.3.a) These policies stress “high standards in teaching, scholarly work, and service to the University or profession” (4.8.3.a)

The Department will evaluate candidates for promotion to Professor primarily on the basis of their records since their promotion to Associate Professor. There is an expectation that the trajectory that led to success in tenure and promotion will have continued and developed in the areas of scholarship, teaching, and service. Their reputation should extend beyond the university and into the national and international community of peers with whom they are being compared.

While no objective criteria exists for evaluating candidates for promotion to Professor, there is an expectation that they will have pursued an active and productive course of scholarly work and are recognized as leaders in their fields of research. While quality is important, the quantity of work is of primary importance as evidence by its impact among members of their respective scholarly communities. This can be demonstrated by a substantial body of work, usually a second, post-tenure book length publication in a recognized scholarly venue or its equivalent in refereed articles in leading journals. An active presence at conferences and meetings and delivery of scholarly papers will also serve to illustrate a candidate’s involvement in scholarly debates. There is an expectation that this successful scholarly direction will continue throughout the Professor’s career.

Promotion to the rank of Professor requires a good teaching record. This implies active and energetic involvement in the department’s teaching mission, which can be demonstrated by several means: recognition through teaching awards, student evaluations, peer reviews, and successful direction of student projects. Candidates for promotion should have demonstrated their stewardship of the programs to which they have been affiliated. Finally, they should display leadership and a continuing involvement in the endeavors of their students by supporting and encouraging students in their careers.

Professors should take on the responsibility of leadership within the department programs the university and the profession. While this role can have many intangible elements, it can be documented through service on committees, responsibility for special programs and projects, and visibility in national professional organizations. Professors are expected to demonstrate leadership by serving as mentors and models to other faculty and students.