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PROMOTION AND TENURE GUIDELINES

[last modified May 2018]

The Department of Political Science is a department with commitments to excellence in research, teaching, and service. Our teaching reaches potentially every student in the university through our offerings of the state-mandated American and Texas Government classes. We strive to give our majors a solid understanding of politics and of how to approach the study of politics. At the graduate level, we grant MA, MS, and PhD degrees, and graduate instruction makes up a significant proportion of our teaching commitment. Our graduate program is geared primarily to prepare students to enter the academic discipline of political science, although our students have pursued many careers upon completion of their degrees.

Our faculty is intensely dedicated to professional research. We have entered the top rank of political science departments nationwide in terms of our research productivity, and we aspire to remain there. The following promotion and tenure criteria reflect our profile as a department.

CRITERIA FOR TENURE WITH PROMOTION TO ASSOCIATE PROFESSOR:

To meet the criteria and standards of performance for promotion to Associate Professor with tenure, a candidate's record of academic performance and accomplishments shall satisfy the following requirements.

- A. Research. A record of sustained excellence in research contributions to the scholarship of political science¹ must be displayed during the period before tenure. This record shall be sufficient in both quantity and quality to demonstrate substantial progress towards establishing a national reputation in the discipline and one that shows a trajectory toward future productivity.

Although there are many ways for a candidate to establish a record of sustained excellence in research, the following point-system will be used to evaluate both the quantity and quality of the candidate's scholarly contributions.

- 6 points = Book published by a top-tier press²
- 5 points = Book published by other university or ranked presses
- 4 points = Peer-reviewed article accepted in the APSR or AJPS
- 3 points = Peer-reviewed article accepted in journals other than APSR or AJPS with an impact factor of 2.5 or higher;³ edited peer-reviewed book published by a top-tier press
- 2 points = Peer-reviewed article accepted in a journal with an impact factor of between 1.25 and

¹ Contributions to the scholarship of political science may also include peer-reviewed publications in interdisciplinary social science journals or journals in related fields.

² Top-tier publishers typically include those ranked 1-20 according to Garand [2011, Table 1], or its equivalent.

³ 5-year impact factor based on InCites journal citation reports. If the journal is not listed in the InCites database, other appropriate substitutes, such as reputational rankings, rejection rates and other citation counts, may be considered. The impact factor will be at least as high as the score available upon acceptance.

2.49; peer-reviewed articles accepted in APSA section journals; other published edited peer-reviewed books; peer-reviewed book chapter published by a top-tier press; grants funded at \$100,000 or more

1 point = Peer-reviewed article accepted in journal with an impact factor of less than 1.25; other published peer-reviewed book chapters.

A total score of at least 12 points is required for consideration for promotion to Associate professor with tenure, and a candidate will only be considered for promotion and tenure if they meet this minimum threshold. Achieving 12 points does not guarantee promotion and tenure.

Because there is no single criterion for assessing the qualitative importance of a publication, the department may consider other evidence of quality, to be demonstrated by the candidate subject to two-thirds support among tenured faculty in the department present and voting at a meeting called for the purpose of reviewing a candidate's point-adjustment request or at the meeting during which the tenured faculty vote on the candidate's case for promotion and tenure.

Furthermore, candidates must publish at least two peer-reviewed articles in a journal with an impact factor of 1.25 or higher. Among these publications, one article shall be of the candidate's sole authorship.⁴ A sole-authored book published by a top-tier press also satisfies both of these requirements.

Candidates who arrive at UNT with an established record in the field may count some of that work toward these minimum standards, subject to consultation.

In addition to meeting these minimum standards for research excellence during the period before tenure, the holistic review of a candidate's fitness for promotion and tenure may also consider other appropriate types of professional activity relevant to the field of political science, including, but not limited to, the following:

- Presentation and discussion of papers at professional conferences;
- Creation and dissemination of datasets;
- Invited presentations;
- Professional service, including peer-review, membership on committees and in leadership positions in professional associations, membership on an editorial board, or as an editor of a scholarly academic journal;
- Evidence of sustained scholarly output, such as external grant proposals, publications under review, and projects in development;
- Important professional activities or recognition, such as book or paper awards, which contribute to the individual's professional stature in the discipline;
- Other types of scholarly publications and efforts that contribute to the candidate's national reputation in the field.

⁴Articles coauthored with students normally count as sole-authored pieces for these purposes.

In evaluating the holistic quantity and quality of a candidate's scholarly contributions to political science emphasis is placed upon:

- Contributions made during the candidate's time at the University of North Texas;
- Whether the sustained excellence of scholarly contributions are proportionate to what is expected for tenure in the discipline;
- Evidence of the publications' impact on the discipline;
- Emerging professional and national stature of the candidate;
- An overall positive review by external evaluations.

B. Teaching. The candidate shall demonstrate sustained excellence in graduate and undergraduate teaching, as reflected in student evaluations and evaluations of teaching by departmental peers as provided through the department's annual evaluation process.

C. Service. The candidate shall demonstrate sustained effectiveness in service to the department, as reflected in annual departmental evaluations. These evaluations will take into account that probationary faculty members are not expected to bear as much of the same service burden as tenured faculty.

Consistent with the University's mission, the candidate is expected to demonstrate evidence of sustained excellence in research and teaching, and sustained effectiveness in service to be suitable for promotion and tenure. Primary emphasis shall be placed on research excellence, which is most important for promotion and tenure.

CRITERIA FOR PROMOTION TO PROFESSOR

To earn promotion to the rank of Professor in the Department of Political Science, a candidate's record of academic performance and accomplishments shall satisfy the following requirements. Only faculty members showing very strong and long-term research records, as well as sustained excellence in teaching and service, will be recommended for promotion to the rank of Professor.

A. Research. A record of sustained excellence in research contributions to the scholarship of political science must be displayed during the period before promotion. This record shall be sufficient in both quantity and quality to demonstrate that the candidate has become recognized as a national figure within their field of political science.

Although there are many ways for a candidate to establish a record of sustained excellence in research, one that supports the candidate as a nationally-prominent scholar, the following are primary indicators of having established a national reputation in the field:

- Peer-reviewed articles published in top political science journals;
- Books published by top-tier publishers;
- Peer-revised book chapters and edited books (particularly those published in volumes with other leading scholars);
- External grants received (with evidence provided by the candidate including the number, funding level, and competitiveness of the grants);

- Evidence of scholarly impact such as citation counts and h-index;
- Service in leadership positions in the profession.

In addition to demonstrating research excellence through publications, grant acquisition, and impact during the period before promotion, a holistic review of a candidate's fitness for promotion may also consider other appropriate types of professional activity relevant to the field of political science, including, but not limited to, the following:

- Presentation and discussion of papers at professional conferences;
- Creation and dissemination of datasets;
- Awards from professional associations;
- A significant record of invited lectures at other universities or special addresses at academic conferences;
- Service as member of an editorial board or as the editor of a scholarly academic journal;
- Service as an organizer of a professional conference;
- Membership on an academic organization's governing council;
- Other types of scholarly publications and efforts that contribute to the candidate's national reputation in the field, including the publication of book reviews in major academic journals.

In evaluating the holistic quantity and quality of a candidate's scholarly contributions to political science emphasis is placed upon:

- Contributions made during the candidate's time at the University of North Texas;
- Whether the sustained excellence of scholarly contributions are proportionate to what is expected for promotion to the rank of professor in the discipline;
- Evidence of the publications' impact on the discipline;
- The established professional and national stature of the candidate;
- An overall positive review by external evaluations.

Those faculty who were hired initially as teaching emphasis faculty and who wish to be considered for promotion to the rank of professor may also demonstrate sustained excellence in research by publishing in appropriate outlets related to scholarship concerning the teaching of political science. Teaching related research may include the development and publication of instructional materials or research on pedagogy in appropriate professional outlets, or in the development, submission, and receiving of instructional or pedagogical grants.

The determination of the quantity and quality of publications necessary for promotion to the rank of professor may be greater than the department's expectations suitable for promotion and tenure. Because there is no single criterion for assessing the qualitative importance of a publication, the department may consider other evidence of quality, to be demonstrated by the candidate.

B. Teaching. The candidate must have demonstrated sustained excellence in teaching over the review period, creating a record of quality instruction as reflected in student evaluations and evaluations of teaching by departmental peers as provided through the department's annual evaluation process.

Other evidence of a sustained excellence in teaching may also include:

- Mentoring of students by chairing or holding membership positions on undergraduate honors, master's, and dissertation committees;
- Other evidence of mentoring students, such as publishing with graduate and undergraduate students;
- Receipt of university or external teaching awards.

C. Service. The candidate must demonstrate sustained excellence in service to the department and the university comparable to other tenured faculty in the department.

The department values meaningful service activities and expects that a major leadership role in the department be completed prior to promotion to the rank of professor.

Service in leadership positions within the department include chair, associate chair, graduate advisor, internship coordinator, graduate placement director, personnel affairs committee chair, or additional service beyond committee work that benefits the department, such as Pi Sigma Alpha advisor, or Moot Court advisor.

Other examples of sustained excellence in service include:

- Service on Faculty Senate and other University and College standing committees;
- Service on Ad hoc committees convened by either the Provost, Dean, or other university and college administrators for the purpose of addressing temporary University or College matters;
- Service in Administrative capacities in other departments, the College, Graduate School, or other University entities.

Consistent with the University's mission, a candidate seeking promotion to the rank of Professor is expected to demonstrate evidence of sustained excellence in research, teaching, and service consistent with these standards.