

**EXPECTATIONS FOR REAPPOINTMENT, TENURE, AND PROMOTION FOR
TENURE-TRACK AND TENURED FACULTY**

**DEPARTMENT OF KINESIOLOGY, HEALTH PROMOTION, AND RECREATION
COLLEGE OF EDUCATION UNIVERSITY OF NORTH TEXAS**

2018 (Revised and Adopted by KHPR Faculty - February 15, 2019)

Alignment of Departmental Expectations with the College of Education Expectations and University of North Texas Policy 06.004 Faculty Reappointment, Tenure, and Promotion

The Department of Kinesiology, Health Promotion, and Recreation (KHPR) at the University of North Texas (UNT) aligns its criteria for reappointment, tenure, and promotion with the criteria specified in the 2019 UNT College of Education (COE) Expectations for Reappointment, Tenure, and Promotion document and to UNT Policy 06.004 (Reappointment, Tenure, and Promotion). KHPR is committed to recognizing and rewarding faculty whose work demonstrates sustained excellence in teaching, scholarship, and service and leadership activities through the tenure and promotion process. The departmental expectations apply to all current tenure-track and tenured faculty except for faculty whose appointment predates the current policy; in these cases, the faculty member may choose to be reviewed under the prior policy (at time of appointment) or the current policy.

Representation

The KHPR Reappointment, Tenure, and Promotion Committee (RTP) will consist of all active tenured faculty members in the department with the exception of the KHPR Department Chair and KHPR representative on the COE RTP Committee. Tenured Associate Deans who are faculty in KHPR may serve as long as they do not participate in RTP voting at the college level. Additionally, one non-tenure-track faculty will be elected, at large, annually to review dossiers and vote on non-tenure-track cases only. Votes on decisions for promotion to the rank of professor will be made by professors.

Function and Duties

The KHPR RTP Committee will organize itself to function efficiently, and elect a chair from its membership. The major functions of the committee are (1) to evaluate tenure track or tenured faculty who seek reappointment (following an initial probationary period), promotion in rank, and/or tenure and (2) to submit recommendations to the Department Chair concerning such matters according to UNT and COE policies and procedures.

The RTP Committee composes and sends a summary letter regarding each individual faculty who is under review for reappointment, promotion, and/or tenure. The letter includes a count of positive and negative votes from committee members. The Department Chair independently considers individual faculty's productivity and writes an independent letter of review and recommendation. In the years prior to promotion and tenure decisions, the Department Chair and the RTP Committee Chair meet together with each faculty member under review, after each review period, to provide advice and counsel related to progress.

Statement of Performance Expectations and Required Evidence/Documentation in Teaching, Scholarship, and Service

In its reviews for reappointment, tenure, and promotion, KHPR requires evidence that a faculty member meets performance expectations in teaching, scholarship, and service as follows.

Teaching Activities

Because of the breadth of study in KHPR, teaching activities are evaluated holistically. There must be evidence of:

- Achieving a record of excellence in teaching across multiple data sources (e.g., student evaluations, peer observations/evaluations, personal teaching reflections, and teaching portfolio artifacts) is needed for tenure and promotion to associate professor.
- Sustaining a record of teaching excellence is required to be promoted from associate professor to professor.
- Illustrating data-based decision-making in one's teaching, resulting in instructional changes. This process involves (a) the synthesis of teaching data from multiple sources and (b) identification of personal strengths, areas in need of improvement, possible actions/changes, and results of implementation.
- Demonstrating current and relevant knowledge of one's field by participation in (a) on-going professional development that informs one's teaching, (b) new course development and/or periodic course revisions, (c) development/use of creative/innovative course materials and instructional methods, and/or (d) integration of new technologies in education.
- Committing to and participating in mentorship efforts, including (a) being mentored by one or more mentors in the reappointment, promotion, and tenure processes and (b) providing mentorship to others (i.e., students and/or fellow faculty members of lower rank). Evidence can take various forms (e.g., completed thesis/dissertation proposals, completed theses/dissertations, collaborative conference paper presentations, collaborative journal articles, and logs of mentorship sessions/events/activities).

Scholarship Activities

Because of the breadth of study in KHPR, scholarship activities are evaluated holistically. There must be evidence of:

- Publishing in high-quality journals, including premier journals in one's field as evidenced by citation impact factor of the journal, citations of individual articles and average article citations for that journal relative to others in the area.
- Publishing as a sole, first, or corresponding author.
- Publishing collaborative articles in which one is first or corresponding author.
- Sustaining scholarly productivity over the review period.
- Creating a line of research that builds upon past work.
- Developing national/international reputations for individuals seeking tenure and promotion to associate professor or maintaining and advancing national/international reputations for individuals seeking promotion to professor.
- Identifying the significance of one's line of research reflected by the number of citations, indices of impact, or other appropriate measures, as well as professional opinions of external reviewers who are experts in the field or line of research.
- Applying for and obtaining externally funded grants related to one's line of research is expected for individuals seeking tenure and promotion to associate professor, and in the case of promotion to professor, sustained externally funded research that leads to quality research outputs.
- Mentoring graduate students in the research process including grant activity and research outputs.

KHPR will utilize journal rankings or other appropriate recognized metrics to judge the overall quality of a candidate's publications. KHPR also will rely on expert external reviewers' opinions of publication outputs. It is incumbent on the faculty member to present evidence in support of demonstrated quality in scholarship.

For promotion to the rank of associate professor with tenure, KHPR expects a faculty member to meet COE's minimum of 10 publications in refereed journals and encourages additional publications. The publication record should be sustained with a minimum of five (5) publications in top tier journals. Approximately half of the publications must be clearly being driven by the faculty member as lead or corresponding author. Additionally, grant activity, in the form of proposals for external funding or achievement of external funding as part of a research team (must be listed on the transmittal form submitted to the UNT OCGA), should be present.

For promotion to professor, a faculty member should have at least 15 additional publications since being promoted to associate professor. There should be continuous productivity (with an average of two [2] or more publications per year), and with the majority in top tier journals, demonstrating a progressive and independent line of research, during the past seven (7) years prior to seeking promotion. It is expected for promotion to professor, there be evidence of leadership (serving as PI or Co-PI) related to at least one externally funded grant to support one's line of research or students.

Service Activities

Because of the breadth of study in KHPR, service activities are evaluated holistically. There must be evidence of:

- On-going and significant service at multiple levels—national, regional, state, university, college, department, program, and/or local/community. Service expectations mature as one goes up in rank—including number of levels represented and amount of time and effort required. Tenure-track faculty members should undertake a reasonable level of service that does not compromise their research and teaching responsibilities during the probationary period. Service plans for pre-tenured faculty should be approved by the department chair and assigned mentor. For promotion to professor, significant leadership roles are expected, which should be at the national level in one's profession and at UNT (university, college, departmental, and/or program levels).
- Professionalism, collegiality, and a willingness to participate in the day-to-day work of a community of teacher-scholars are expected. A faculty member should be fully engaged with students and fellow faculty members and should conduct himself or herself in accordance with KHPR, COE and UNT policies and practices on collegiality and professionalism.