**Department of Gender and Women's Studies (GWS)**

**University of Kentucky**

**Tenure and Promotion Guidelines**

**Approved by GWS Faculty on March 8 2016**

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Evaluation of faculty for promotion and tenure will be based on a continuing record of high-quality, effective and committed teaching and advising; substantive, creative and innovative scholarship; and effective service.

**Guidelines for Promotion to Associate Professor with Tenure.**

Research:

The successful candidate for promotion to Associate Professor with tenure must demonstrate substantive, original, innovative intellectual contributions to scholarship through publication and dissemination of research in appropriate peer- reviewed venues. Through the research statement and supporting materials, the candidate must demonstrate that they have established an independent research agenda and a long-term trajectory for their research, within a sustained, long-term commitment to scholarly research and publication.

Consistent with College and University norms, a general benchmark for those seeking promotion to Associate Professor with tenure in GWS is the publication of a single authored peer-reviewed book-length monograph or its equivalent in cases in which a candidate comes from a discipline in which articles are the norm. In addition to a book or its equivalent, peer-reviewed journal articles or book chapters, or other clear evidence of sustained scholarly or artistic activity is expected. Scholarly publication can take many forms; among these are original research articles and books (single and co-authored), book chapters, edited collections and anthologies, critical editions, translations, reviews, integrative text books that advance the discipline, and published lectures.

Artistic practice may take many forms; among these are development of new works, curating exhibitions, one-person or collaborative/group exhibitions, one-person or ensemble live performance, and production of audio or video recordings.

The department values publications by eminent presses with reputations for publishing important scholarly work in the field of research appropriate for the candidate and those appearing in journals, series, or volumes that have stringent review and major disciplinary or interdisciplinary significance.

A written work is considered to be published when the final revised manuscript has been accepted by the publisher and is in production. Specifically, a book, journal article, or book chapter will be considered accepted and in production when a letter from the director or editor is sent and states that the work: a) has gone through all rounds of reviews; b) all corrections/revisions have been completed; c) the fully completed/revised manuscript is in the hands of the press or journal; and d) the press or journal has put it on a production schedule. An artistic production may be considered complete after its first public performance or exhibition.

For all multi-authored or collaborative works, the file must specifically describe the candidate's contribution.

Because Gender and Women's Studies values scholarship within particular areas of expertise as well as scholarship that transcends traditional disciplinary boundaries, a candidate may publish in any number of highly regarded presses or journals across a wide range of scholarly or artistic fields.

In addition, candidates may show evidence of sustained scholarly activity by editing books and special journal issues, authoring publications that innovatively synthesize or conceptualize the scholarship of a field or other body of literature, delivering conference papers, and receiving invitations to speak at other institutions. In fields of study where external research funds are available, the candidate may seek extra-mural support for their research program; however, external funding as an indicator of research achievement must be validated by refereed publications. While the contributions noted in this paragraph amplify a candidate's scholarly profile, they do not substitute for scholarly and/or creative original work published by peer-reviewed journals and presses.

Collaborative research with colleagues is common in many areas of gender and women’s studies, and feminist scholarship. Publications may be co-authored with the understanding that in all collaborative work the candidate must demonstrate the extent of their contribution to the project. While collaborative research with colleagues or students is encouraged, it is also important that the candidate demonstrate scholarly independence and leadership through lead or single authorship in a significant portion of the work.

Teaching and Advising:

The successful candidate for promotion to Associate Professor with tenure will demonstrate a continuing record of effective teaching and advising at all levels. Given the diversity of topics covered within the field of gender and women's studies, successful candidates are expected to teach a variety of graduate and undergraduate courses that contribute to the department's core curricula, in addition to teaching courses that reflect the candidate's own scholarly areas of specialization.

Successful and effective teaching will be evaluated based primarily on the candidate's teaching portfolio, prepared according to the University of Kentucky guidelines. Taken in its entirety, the portfolio should provide evidence of effective teaching through a variety of materials, including the reflective statement on teaching philosophy and course/classroom practices, representative course syllabi, quantitative and qualitative summaries of student evaluations, teaching observations by colleagues, and may include other relevant materials such as pedagogical activities or publications.

Faculty are expected to advise, mentor and assist undergraduate and graduate students toward the successful completion of their degrees. The successful candidate for promotion to Associate Professor with tenure should provide evidence for commitment to undergraduate mentoring and advising through, for example, service on undergraduate thesis committees, or incorporating undergraduate students into research or providing mentoring for undergraduate student research projects, or providing advice on future career/educational plans and letters of recommendation. The successful candidate is expected to provide evidence for commitment to graduate mentoring and advising through, for example, co- directing dissertations, service on graduate student committees, and other activities that relate to the professionalization of graduate students, including mentoring students for professional presentations or collaborating with students in research.

Service:

Contributions by individuals to the collective functioning of the department, college, university and profession are highly regarded and expected. However, the department recognizes that service expectations for pre-tenure colleagues are limited according to their DOE. The successful candidate for promotion to Associate Professor with tenure will demonstrate an appropriate level of quality service through service on committees in the department; and the college, the university, and/or professional organizations, establishing a record of effective contributions in performance of service responsibilities. Refereeing essays, manuscripts, proposals, and applications for journals, presses, conferences, and other institutions, authoring textbooks falls under service to the profession. Public engagement is a type of general service to the community (for example, publishing op-eds on topics related to one's professional expertise or providing professional consultation to non-profit groups) that falls under the University’s land-grant mission.

**Guidelines for Promotion to Professor.**

Candidates for the promotion to the rank of Professor must provide evidence of professional excellence in all areas of activity consistent with the guidelines for promotion to Associate and extending a candidate’s contributions to research/scholarship, teaching and advising, and service. They must have a continuing record of research that contributes significantly to the scholarly literature and they must be recognized by distinguished colleagues nationally and internationally as having emerged as leaders in their field. Faculty members seeking promotion to the rank of Professor must excel at graduate and undergraduate teaching and advising, with continued service to the department, college, university, community and profession.

Research:

The successful candidate for promotion to Professor of Gender and Women's Studies will have produced a substantial body of original scholarship in their area of expertise beyond the work completed at tenure. This body of scholarship may include, as appropriate, a book by an eminent press with a strong reputation in the candidate's field, and/or a group of articles in high-quality, peer-reviewed journals that constitutes a significant body of research within the interdisciplinary field of gender and women's studies and relevant disciplinary fields, including foreign language publications where relevant. This work should be regarded by senior scholars in the field as a distinguished research record that has earned the candidate a national and international reputation.

Evidence of national and international reputation may include invitations to speak at colleges, universities and conferences, contributions to important edited volumes, and selection as an editor (or senior or associate editor) of an important scholarly journal. Seeking external funding for research will be seen as a positive aspect of a research program; however, receipt of external funding as an indicator of research achievement must be validated by refereed publications.

The department recognizes that engaged scholars may publish in a variety of outlets, including some read by general audiences, including online outlets. Publications in these venues are valued. However, these activities augment the candidate's record and do not substitute for publications in high-quality, peer-reviewed venues. In addition, activities such as editing books and special journal issues provide evidence of sustained scholarly activity, but do not substitute for peer-reviewed original scholarly work published by respected journals and presses.

Teaching and Advising:

The candidate for promotion to the rank of Professor must show evidence of teaching an array of undergraduate and graduate courses and do so effectively, consistent with the criteria for tenure and promotion cited above. Pedagogical innovation is highly valued, as is leadership in departmental, college, and university programs to enhance undergraduate education. At the graduate level, professors are expected to direct dissertations, serve on student committees, and oversee their advisee's progress in the PhD program, from classroom through thesis research.

 Service:

Service in the department, college, and university, and the profession and community is both a sign of continuing professional engagement and an opportunity to apply one's scholarly insights. A candidate for Professor must demonstrate important contributions to the service mission of the department, college, university and profession. Candidates for promotion to Professor are expected to contribute more to service than pre-tenure faculty and consistent with their DOE. In most cases, candidates for the rank of Professor will have accepted responsibility for a meaningful aspect of departmental governance or policy development, and will have been invited to serve on important committees at the college and university level.