

## TENURE AND TENURE-TRACK FACULTY

Faculty seeking promotion and tenure who meet eligibility requirements will be reviewed by the faculty within the College who hold academic rank at or above the rank being sought by the candidate(s) for promotion. A minimum of three faculty members, excluding the Associate Deans, must be available to review candidates for promotion.

The timetable for the promotional process and the directions for submission of the supporting materials for promotion are distributed annually to the ICNE/WSU College of Nursing Dean by the WSU Provost's Office. Copies of this information will be provided to the Associate Deans, to all candidates seeking promotion, and to all tenured faculty.

In cases where an individual is being considered for advancement to the rank of Associate Professor and at the same time is being considered for tenure, the procedure for tenure supersedes the promotion in rank procedure. The tenured faculty will make the recommendations about a candidate's qualifications for tenure and promotion instead of the above described group of ranked faculty, since a person becoming eligible for tenure is automatically eligible for the rank of Associate Professor. (See tenure section in this Manual).

Each faculty member of the appropriate rank independently reviews the faculty member's file and assesses whether or not the candidate has met the criteria for promotion, each completing a written evaluation on WSU Promotion Recommendation forms. These recommendations are reviewed by the Associate Deans who each complete written evaluations. The Associate Deans' evaluations should be detailed and interpretive, containing analyses of critiques by colleagues and peers. In commenting on the promotion of Assistant to Associate Professor, the Associate Deans' analyses should emphasize the potential for continued contributions to the institution in the areas of teaching, research and service. In commenting on the promotion of Associate to Full Professor, the Associate Deans' evaluations should stress persistence of quality in teaching, research and scholarship, and creative activities as well as increased emphasis on service to the institution, professional organizations, and society.

The ranked faculty and Associate Deans' recommendations, along with supporting documentation, will be forwarded to the Dean who will complete a written evaluation on the WSU Promotion Recommendation form. This evaluation will be detailed and interpretive, containing analyses of critiques by the Branch Campus Dean (in the case of branch campus faculty), Associate Deans, colleagues and peers. The Dean also will outline the process used during the college-level review.

### **Appointment and Promotion Criteria**

Policies pertaining to promotion of tenure track and tenured faculty are derived from the policies governing such matters at Washington State University. In accordance with the policy statement on promotional criteria at WSU, effective teaching, including academic advising; research; creative scholarship; professional achievement; and service to the institution and the public form the basic components of the evaluative process. The WSU Faculty Manual states that:

"The differentiation among these criteria may not be precisely defined. However, it may be assumed that there is a relationship among them and that effective teaching, research, and creative activity go together. Superior teaching

and scholarly productivity are considered the most important professional qualifications for promotion in academic rank." (WSU Faculty Manual, 1995, p.33)

The following statement was adopted by the ICNE/WSU College of Nursing Faculty Organization – 5-13-98.

#### Definition of Scholarship

Scholarship is the demonstration of knowledge through discovery, integration, application and teaching. Scholarship results in a product that is shared with audiences within the wider academic, professional, and societal communities.

- Scholarship of discovery creates new knowledge through investigation of the unknown.
- Scholarship of integration brings new insights within a discipline by interpreting and drawing together facts, concepts, or knowledge in a new way.
- Scholarship of application uses the knowledge of the discipline to investigate clinical issues in order to enhance health care outcomes.
- Scholarship of teaching involves critical inquiry and exploration of teaching/learning processes resulting in development of effective instructional approaches and methodologies.

The WSU Faculty Manual does not make a statement about levels of educational preparation required for faculty appointment or promotion from one rank to another. However, because of the history of nursing faculties in colleges and universities, promotion criteria for faculty at the ICNE/WSU College of Nursing include educational preparation as one criterion measure for advancement in academic rank. Persons appointed to the rank of Assistant Professor (tenure track) are expected to have an earned doctorate from an accredited institution of higher education. Except under exceptional circumstances where an individual has already established an outstanding reputation in the discipline of nursing, the full professorial rank will require an earned doctorate.

The following criteria will be used in conjunction with the criteria, policies and procedures for review provided by Washington State University. It is recognized that individuals have varied strengths and areas of expertise and should build on these to enhance the nursing program. Although a faculty member may excel in a particular area, he/she is expected to demonstrate cumulative evidence of meeting the stated criteria. Those faculty who are currently on the tenure track will meet with the Associate Deans for Academic Affairs and Research to review progress of scholarly endeavors and negotiate a written contract for expectations including resources/network of support to successfully achieve the tenure/promotion criteria. Faculty should also be aware that, in selecting scholarly products, an on-going pattern of publication and grantsmanship is expected for the granting of promotion and tenure in a Research I University.

### **Criteria for Appointment to the Rank of Assistant Professor (tenure-track):**

#### **1. Teaching**

- Demonstrates evidence of expertise in specialty area she/he teaches.
- Demonstrates teaching competency based on standardized evaluation tools used by

students, and on written evaluation by peers and professional colleagues in clinical agencies (when the latter is appropriate).

2. **Service**
  - Is a member of appropriate professional organizations.
  - Participates in health-related, voluntary community service programs.
3. **Research**
  - Demonstrates evidence of beginning research and scholarly activity (**with a defined line of inquiry that will complement the research activities of the College of Nursing**).
4. **Credentials/Experience**
  - Holds an earned doctorate from an accredited institution of higher education.
  - Holds a masters degree with specialization in the area of nursing she/he teaches.

*Approved by the Faculty Organization May 11, 1993*

## **Criteria for Appointment or Advancement in Rank to Associate Professor (tenured or tenure track):**

1. **Teaching**
  - Demonstrates excellence in teaching based on standardized evaluation tools used by students and written evaluations by peers and professional colleagues in agencies utilized by the ICNE/WSU College of Nursing, as appropriate.
2. **Research**
  - Demonstrates evidence of research and scholarly activities by (a) refereed and/or invited presentations at regional or national professional meetings, (b) publication as primary author in recognized journals (including refereed), textbooks, or instructional media, and (c) (**a progressive sustained record of funded**) research conducted either independently or as a collaborative investigator.
3. **Service**
  - Provides substantive services in organizations relevant to area of specialty; i.e., service organizations and professional organizations.
  - Provides substantive service in ICNE/WSU College of Nursing committees and in consortium institution committees.
4. **Credentials/Experience**
  - Except under exceptional conditions, Assistant Professors will not be eligible for promotion to the rank of Associate Professor until they have served for six (6) years at the ICNE/WSU College of Nursing or elsewhere as an Assistant Professor.
  - Holds an earned doctorate from an accredited institution of higher education.

*Approved by the Faculty Organization March 23, 1993.*

## **Criteria for Appointment or Advancement in Rank to Professor (tenured):**

The WSU Faculty Manual (1995, p. 33) states: "Promotion to professorship, in rare instances, may be made in recognition solely of outstanding teaching or in recognition solely of superior research. The professor especially is expected to be one who may represent the University with distinction." The following criteria would be used in these instances:

Teaching, research and service are overlapping areas. Activities in one arena, e.g. teaching, often blend with an individual's research focus. Each individual must determine the best fit of their endeavors for placement in the documentation files. *Please note:* Criteria for practice have been inserted under each area.

### **1. Teaching**

*(Key words - sustained, innovative, mentoring, recognition, development, excellence)*

Recognized as a master teacher and is valued as a consultant in nursing education and matters of curriculum.

- Demonstrates excellence in teaching in a variety of arenas within and beyond the College of Nursing.
- Provides teaching services beyond the College of Nursing. For example, invited presentations - community and nationally.
- Receives awards or public recognition for teaching excellence and/or innovations.
- Sustained leadership in development, implementation, and evaluation of innovative teaching strategies.
- Shares expertise by creating a variety of media (e.g. publications, television, computer simulations and/or videos).
- Recognized as a resource person, consultant, and mentor in teaching strategies and/or content area of expertise.

### **2. Scholarly Endeavors**

*(Key words - sustained, funding, dissemination, mentoring)*

Sustained progressive activity toward funded, quality scholarly work is recognized by and presented to the professional community. Contributes to the field of nursing regionally and nationally by influencing policy, theory and/or practice.

- Publications in refereed journals or textbooks and/or recognition of development of innovative projects.
- Recognized nationally and/or internationally for sustained scholarly activities as shown by publications, citations of works and invitations to present papers at referred conferences.
- Provides editing support and/or consultant for colleague's research proposals/manuscripts.
- Contributes to the improvement of health care in the community through applications of their research findings and/or clinical innovations.
- Presents papers at national/international conferences (invited/refereed).
- Serves on college, university, and national program grants review teams as an external reviewer.
- Receives recognition and/or honors for excellence in research/scholarly activity.

- Has an ongoing program of research/scholarly activity supported by significant external funding.
- Recognized at the national/international level for significant contributions in a practice area.
- Recognized as an expert in supporting research efforts for the improvement of practice.

### **3. Service**

*(Key words - leadership, community involvement, sharing of expertise)*

Sustained leadership or service that influences professional nursing practice, education, or administration. Recognized as a resource person or consultant.

- Contributes clinical expertise through such media as publications, television computer simulations, and/or video.
- Recognized nationally as a nursing leader in their area of expertise.
- Contributes professional services to groups outside of the College of Nursing (e.g. schools, associations, industry, business, etc.) to assist in improving the health of the community.
- Serves on review committees outside the College of Nursing within the university and from other universities for purposes of progression, tenure, and promotion.
- Serves as a mentor to faculty and students as they develop their area of expertise.
- Invited speaking engagements and/or publications related to professional activities.
  - Provides both formal and informal sustained leadership in governance of the College of Nursing and the University.
  - Provides consultation in specialty area within and beyond the College of Nursing.

### **4. Credentials/Experience**

Except under exceptional conditions, Associate Professors 1) will not be eligible for promotion to the rank of Professor until they have served for six (6) years at the ICNE/WSU College of Nursing or elsewhere as an Associate Professor, and 2) hold an earned doctorate from an accredited institution of higher education.

7/17/00