I. Introduction

Reviews of faculty for promotion and tenure in the University of Minnesota, Morris are conducted in accordance with all-University policies and procedures contained in the University of Minnesota Regulations Concerning Faculty Tenure (1985) and related documents. Candidates for indefinite tenure and/or promotion in rank are judged on demonstrated accomplishments, and on potential for future development and contributions to the UMM program in the areas of teaching, research, and service. This document describes with more specificity the indices and standards which will be used to evaluate whether candidates meet the general criteria in Section 7.11 of the Regulations. For a complete perspective, the reader is advised to review Section 7 in its entirety.

II. Mission

The mission of the Division of the Humanities is one of teaching, research and service commensurate with UMM's role as an undergraduate liberal arts college of the University of Minnesota. The Division of the Humanities at UMM has responsibility for Art History, Studio Art, Freshman Composition, English, Humanities, French, German, Spanish, Music, Philosophy, Speech Communication, Theatre Arts, and co-curricular activities associated with disciplines and programs. It also shares responsibility for the European Studies and Latin American Area Studies majors and eight licensure programs in secondary teacher education.

III. Criteria for Tenure and Promotion

A. Teaching

Effectiveness in teaching, including the academic advising of individual students, is essential at UMM. Those under review are expected to have a substantial and long term record of achievement in comparison with their peers. Teaching effectiveness is assessed using such evidence as student evaluations of various kinds, evaluations by colleagues, curricular proposals, course syllabi and reading lists, directed studies, teaching assignments, grant projects related to teaching, evidence of contributions to advising, and any other pertinent materials the candidate may present.

B. Research

Good teaching must be accompanied by scholarly or artistic productivity. A wide diversity of scholarly or artistic activities is acceptable at UMM, including publications and scholarly papers; creative and artistic endeavors, productions, and performances; and products, techniques, and pedagogical tools. These activities are to be consistent with the faculty member's appointment and are expected to make a significant contribution to the individual's field. The assessment of professional activities involves internal and external evaluation by peers and may also include the documentation of professional recognition by outside organizations, such as national and international learned societies, professional organizations, and other institutions of learning. The quality and regularity of professional contributions are of greater significance than a high level of annual activity.

C. Service

At UMM, contributions of professional expertise and service are expected. Service contributions to the campus and wider community play a secondary but significant role in evaluation. Quality of the faculty member's participation carries more weight than the quantity of activities alone.
IV. Distinctions Concerning Promotion

Promotion to the rank of assistant professor is dependent upon completion of the terminal degree appropriate to one's field. Promotion to the rank of associate professor is based upon professional distinction in research and on demonstrated effectiveness in teaching and advising students and in professional, university, and discipline-related service consistent with criteria for tenure. For promotion to the rank of professor one is expected, in addition, to have an established reputation in one's field, to have demonstrated continuing intellectual growth and distinction over a period of years, and to have provided leadership within the faculty of the Morris campus.

V. Procedures

The Division complies with the Procedures for Reviewing the Performance of Probationary Faculty as provided by Section 16.3, 7.4, and 7.61 of the Regulations Concerning Faculty Tenure and distributed annually by the Vice President for Academic Affairs.

A. Promotion consideration in the Division of Humanities is given only to those who ask for it. The faculty member wishing to be considered must inform the Division Chair. A faculty member can also be recommended by a colleague. In such an instance the Division Chair would then ask that faculty member if he or she does indeed wish to be considered for promotion.

B. Anyone requesting promotion or early determination of indefinite tenure must notify the Division Chair by March 15 of the academic year preceding the one in which the decision is made.

C. The Division will, of course, hold its regular tenure review meetings independent of the meetings on promotion consideration. If an untenured faculty member wishes consideration for promotion he or she must request that consideration as in A and B above.

D. Two meetings are held in the fall quarter to consider all faculty up for tenure review or for promotion consideration, and all members of the decision-making group are invited to attend both meetings and to participate in the discussion and vote. A vote is taken only when the candidate is being considered for tenure or promotion or when a member of the tenure committee requests that a vote be taken for early tenure or for termination before a tenure decision must be made.

1. At the first meeting, members discuss the full credentials of each faculty member (these have been on file in the Division Office for ten days before the meeting and a summary of them has been sent to each member of the decision-making group). A vote is taken if appropriate.

2. After this meeting, the Division Chair prepares a summary of each discussion (taking care to indicate the grounds for both majority and minority views, and adding his or her own statement of views). The decision-making group then meets a second time to review the summaries, offer amendments if deemed necessary, and (when all amendments have been discussed and voted on) to endorse with their signatures each summary as an accurate account of each discussion.

E. All other procedures are taken from the June 1986 Procedures for Reviewing the Performance of Probationary Faculty or subsequent statements of procedures of the University.