This document describes promotion and tenure evaluation criteria and procedures that are specific to the Department of Languages and Linguistics (L&L). It is to be used in conjunction with the University-wide Promotion and Tenure (P&T) Guidelines. Candidates for promotion and tenure must adhere to sections 2.7 and 2.8 of the Faculty Handbook regarding the P&T process. https://www.plymouth.edu/office/vpaa/faculty/promotion-and-tenure/

These guidelines will be reviewed and reevaluated every five years.

The Departmental P&T Committee Chair and P&T Committee

The Department will elect a P&T committee Chair who will serve a three-year term. The P&T Chair will, following University guidelines, form a Departmental P&T Committee as needed.

Areas of Evaluation for Tenure and Promotion

In accordance with the Faculty Handbook, candidates for promotion and tenure are evaluated in three areas: teaching, scholarship, and service.

Teaching
The Department values effective, creative, engaged and reflective teaching. Candidates for promotion and tenure should show evidence of these qualities in their application materials.

Scholarship
Departmental faculty members are expected to actively participate in scholarly activities and make contributions to their fields. The Department values all forms of scholarship (scholarship of discovery, scholarship of teaching and learning, scholarship of integration and scholarship of engagement), as indicated in the University P&T Guidelines.

Service
The Department expects active, sustained and meaningful engagement in
service to the Department, the University, the community and/or the profession.

Promotion Requirements

Promotion from Assistant Professor to Associate Professor
The faculty member should demonstrate strength and growth as a classroom teacher, as recognized by students and colleagues. The faculty member should show evidence of scholarly activity and the emergence of a scholarly record. The candidate should show evidence of Department, University and community/professional service.

Promotion from Associate Professor to Professor
The faculty member should demonstrate continued growth and development as a classroom teacher, as recognized by students and colleagues. The candidate should have a well-developed and sustained body of scholarship. The candidate should have a record of sustained meaningful service, including leadership roles, to the Department, the University, the community and/or the profession.

Evidence of Teaching, Scholarship and Service may include:

Teaching
- Course syllabi
- Sample of course activities and materials
- Sample of student work
- Student evaluations
- Classroom observations by peers, Chair, and administration
- Development of new courses in area of expertise
- Development of new general education courses
- Participation in reflective practice group
- Curricular revisions and development

Scholarship
- Presentation of scholarly work at regional, national, and international conferences
- Ongoing research related to area of scholarship and/or teaching
- Publication of scholarship in peer-reviewed scholarly journals
- Publication of a book and/or book chapter
- Edited book
- Publication of book reviews
• Writing and submitting grant proposals (regardless of outcome)
• Presentation of work at PSU workshops, events, etc.
• Preparation of scholarly articles for conferences and publication

Service

• Active participation on, and leadership of Departmental and University committees, task forces, councils, etc.
• Mentoring/advising student clubs, groups, organizations
• Attendance at Departmental and University functions, events & meetings
• Community outreach and involvement
• Service on community boards and organizations
• Completion of University and Department reports and materials
• Active participation and leadership in professional organizations