Promotion and Tenure Committee Workshop

September 25, 2015
Agenda

• Introductions and opening comments
• P&T procedures
• Provost’s perspective
• Department head’s perspective
• Dean’s perspective
• Questions and discussion
P&T Overview and Guidance

Jack Finney
Vice Provost for Faculty Affairs
Overview of the Process
Evaluation Process for Promotion and Tenure

Department Promotion and Tenure Committee
↓
Department Head
↓
College Promotion and Tenure Committee
↓
College Dean
↓
University Promotion and Tenure Committee
↓
Senior Vice President and Provost
↓
President
↓
Board of Visitors
## Promotion and Tenure Schedule

<table>
<thead>
<tr>
<th>Month</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>April/May</td>
<td>Departments evaluate candidates for promotion</td>
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<tr>
<td>June</td>
<td>External reviewers selected and invited</td>
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<tr>
<td>July/August</td>
<td>Dossiers completed and sent to external reviewers</td>
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<tr>
<td>October</td>
<td>Department committee and head review</td>
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<tr>
<td>November</td>
<td>Dossiers sent to college</td>
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<tr>
<td>Dec/Jan</td>
<td>College committee and dean review</td>
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<tr>
<td>February</td>
<td>Dossiers sent to university</td>
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<td>March/April</td>
<td>University committee and provost review</td>
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<tr>
<td>April</td>
<td>Provost makes recommendations to President</td>
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<td>June</td>
<td>President submits recommendations to BOV</td>
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<td>BOV approval – faculty notified</td>
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<tr>
<td>September</td>
<td>Reception for promoted faculty</td>
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Promotion and Tenure Dossier

I. Executive Summary
II. Recommendation Statements
III. Candidate’s Statement
IV. Teaching and Advising Effectiveness
V. Research and Creative Activities
VI. International & Professional Service and Other Outreach & Extension Activities
VII. University Service
VIII. Work Under Review or In Progress
IX. Other Pertinent Activities
Policies and Practices

- Extend the tenure clock policy
- Modified duties
- Non-mandatory promotion to associate with tenure
- Mentoring for assistant professors
- Mentoring for associate professors
- Promotion to professor
- Expectations and standards
Guidance

- **External reviewers**
  - How to select them?
  - What to tell them?
  - What to send them?
  - How to respond to external reviewers’ comments?

- **Time at other institutions**
  - All accomplishments are included in the dossier
  - Expected to establish a record at Virginia Tech

- **Impact**
  - Critical to include the impact of the faculty member’s scholarly work

- **National and international reputation**
  - What constitutes a reputation?

- **Confidentiality**
  - Working to standardize what all candidates are told at each step
Questions?
Provost’s Perspective

Thanassis Rikakis
Executive Vice President and Provost
Department Head’s Perspective

Mary Leigh Wolfe

Biological Systems Engineering
Dean’s Perspective

Elizabeth Spiller
Liberal Arts and Human Sciences
Questions and Discussion

http://www.provost.vt.edu/promotiontenure