

Philosophy Department

February 14, 1994

Departmental Standards, Criteria, and Procedures for Recommendation for Initial Appointment, Evaluation, Reappointment, Promotion, and Tenure for Philosophy Department Faculty.

The Department of Philosophy seeks excellence in its faculty in accordance with the highest standards of the profession of philosophy. Only in the most exceptional circumstances will the department recommend the appointment or promotion of candidates who do not meet the following minimum qualifications. The following criteria and procedures for departmental recommendation are complementary to approved college and campus policies.

I. Qualifications and Procedures for Initial Appointments.

A. Qualifications:

1. Instructor. For appointment at the rank of Instructor, the candidate should have had sufficient post-MA academic training in philosophy and sufficient experience in teaching, research, and professional service to meet the requirements of the position as described.
2. Assistant Professor. For appointment at the rank of Assistant Professor, the candidate normally must have earned a Ph.D. in philosophy, show outstanding promise in research, have experience and skill in teaching, be willing to engage in professional service, and meet the requirements of the position as described. Potential for research, teaching, and service is determined by considering the potential of the candidate for achievement in the areas described in section II.A.
3. Associate Professor. For appointment at the rank of Associate Professor, the candidate must have achieved excellence in research, teaching, and professional service, as determined by the criteria given in section II.A, and must meet the requirements of the position as described.
4. Professor. For appointment at the rank of Professor, the candidate must have established a record of significant and sustained achievement in research, teaching, and professional service, as determined by the criteria given in section II.A, and must meet the requirements of the position as described.
5. University Professor. For appointment to the position of University Professor, the candidate must have a record, normally at the University of Arkansas, of sustained excellence and maturity in scholarly research, publication, and teaching which substantially exceeds the record required for promotion to the rank of professor and must have made a significant contribution in service to the profession.
6. Distinguished Professor. For appointment to the position of Distinguished Professor, the candidate must have established a national reputation for excellence in research and have achieved outstanding

success as a teacher in some area of philosophy.

7. Other ranks and positions may also be used. For their descriptions, see the College Personnel Document.

B. Procedures

The description of any positions to be filled will be determined by a vote of all tenured and tenure-track faculty. Following advertisement of the position in the appropriate publication of the American Philosophical Association and the receipt of applications, a list of candidates to be considered will be determined by the Personnel Committee (see III B) with the advice of other faculty members whose areas of expertise are especially relevant. The selection of candidates to be brought to the campus and/or the recommendation to the Dean that an offer be made to any candidate will be determined by a vote of all tenured and tenure-track faculty. If there is a disagreement between the chair and the faculty or division among the faculty, the Dean will be apprised of that fact.

II. Criteria and Procedures for an annual review and evaluation of the work of all faculty

A. Criteria for Evaluation.

1. Teaching

Evidence of achievement in teaching may include, among other items and in addition to required student evaluation and peer evaluation (as evidenced by classroom visitation), both self-evaluation and self-submitted teaching materials such as syllabi, textbooks, tests, and handouts which may be assessed for content and standards. Achievement at both the introductory and advanced levels will be considered, along with evidence, where appropriate, of degree of involvement and use of suitable teaching methods, effectiveness in directing and evaluating honors theses, masters theses, doctoral dissertations, and other independent work. Factors such as teaching a course for the first time, participation in honors colloquia, and teaching the graduate seminar will also be considered.

2. Research

Evidence of achievement in research may include, among other items, acceptance and publication of papers in refereed journals, the acceptance and publication of books, presentation of papers at professional meetings, application for and receipt of grants, and the presentation of work in progress for evaluation by one's colleagues and other members of the profession. Within these guidelines the quality of the presses, journals, and professional meetings will be considered as will productivity as measured against the norms within the profession.

3. Academically-Related Service Activities

Evidence of achievement in academically-related service activities may include, among other items, the refereeing of journal submissions or of the personnel decisions of other departments within the profession, service as chair, involvement in professional societies, service on university, college-wide, and departmental committees, participation in department meetings, student advising, involvement in library acquisitions, and the representation of department, college and community interests in

off-campus community, state, regional and national activities. Service as editor, or issue editor for Philosophical Topics will count significantly towards a higher service rating in the merit evaluation process.

4. Procedures

Procedures for evaluating members of the faculty will conform to College and University policy. There will be an annual evaluation of each faculty member, tenured, tenure-track and temporary. The responsibility for the initiation of evaluation procedures lies with the chair. The Department chair has the responsibility for assigning merit ratings after soliciting written advice (not numerical in form) from all members of the Personnel Committee as defined in III B, based on the availability to the members of the Committee of the resume update forms. Each faculty member will be provided a meeting time to discuss the evaluation and faculty development needs with the chair. Records of the discussion signed by both the faculty member and the chair will become part of the faculty member's file. The chair's decisions can be appealed to the Department Personnel Committee (with the chair abstaining), and all results will be incorporated into the Chair's evaluation. Where there is significant disagreement, both the chair's and the Committee's evaluation will be submitted to the Dean.

III. Reappointment

A. Criteria

Recommendations for reappointment or nonreappointment of a tenure track faculty member will be based upon the candidate's progress towards meeting the standards required for tenure in the areas of teaching, research, and service.

B. Procedures

The chair will make each recommendation regarding reappointment of a nontenured faculty member only after consultation with the department's Personnel Committee, a committee consisting of the chair and two tenured faculty member, elected by all tenured and tenure-track faculty. A negative recommendation will require consultation with all tenured members of the faculty. In the third year, in accordance with College policy, evaluation will include class visitations by members of the Personnel Committee and the reading of all the candidate's publications and work in progress by the Committee before a recommendation is made. The chair's decision can be appealed to the Department Personnel Committee as defined above (with the chair abstaining), and all results will be incorporated into the Chair's evaluation. Where there is significant disagreement, both the chair's and the Committee's evaluation will be submitted to the Dean.

IV. Promotion.

A. Criteria.

1. Assistant Professor. For promotion to the rank of Assistant Professor, the candidate should have completed a Ph.D. in philosophy, show outstanding promise in research, have experience and skill in teaching, and be willing to engage in professional service. Potential for research, teaching, and service is determined by considering the potential of the candidate for achievement in the areas described in section II.A.
2. Associate Professor. For promotion to the rank of Associate Professor, the candidate must have achieved excellence in research, teaching, and professional service, as determined by the criteria given in section II.A.
3. Professor. For promotion to the rank of Professor, the candidate must have established a record of significant and sustained achievement in research, teaching, and professional service, as determined by the criteria given in section II.A.

B. Procedure

A recommendation will be made by the chair on the basis of material submitted by the faculty member and letters from three outside evaluators in the candidate's field of expertise, solicited by the chair in accordance with College and University criteria and procedures. All previous annual faculty service evaluations will be reviewed. In virtue of the size of the Department, the recommendation of a committee consisting of all tenured members of the Department will accompany the chair's recommendation. This committee will have access to the same materials as does the chair. The chair's decision can be appealed to the Department Personnel Committee as defined in III B (with the chair abstaining), and all results will be incorporated into the Chair's evaluation. Where there is significant disagreement, both the chair's and the Committee's evaluation will be submitted to the Dean.

V. Tenure

A. Criteria

The criteria for the granting of tenure parallel the criteria for promotion contained in Section II.A of this document; however in tenure proceedings a major consideration will be the presence or absence of a pattern of professional development which would indicate that the candidate is likely to continue an active, productive, and increasingly significant career in philosophy.

B. Procedures

The procedures for formulating a recommendation on the granting of tenure are the same as the procedures for promotion contained in Section IV.B of this document.