

FACULTY PROMOTION AND TENURE GUIDELINES

College of Business

Each faculty member is expected to engage in quality activity for the University in three areas: Instruction, Research, and Service. There is a minimum requirement in each of these areas for consideration by the College for tenure and promotion. Meeting such minimum requirements does not assure tenure or promotion but only indicates that the faculty member may be *considered* for such when appropriate. Each faculty member is also expected to be collegial while engaging in instruction, research, and service. Additionally, faculty members being considered for promotion should have a documented record of growth and accomplishments at the current rank in the areas of teaching, research, and service over a period of several years. This document provides guidelines for each requirement. Faculty must realize that a high priority is placed on research. It is expected that these requirements will evolve through time to ensure the College of Business continues its development and keeps pace with the demands of the profession nationally.

INSTRUCTION

Every faculty member is expected to provide quality instruction for all classes assigned. Quality instruction includes, among others, the use of a variety of teaching strategies, the development and implementation of course syllabi, organization and management of courses and laboratories, and the evaluation of student achievement.

Relevant new technologies, innovative methodologies, and library resources should be used as appropriate with the goal of improving the quality and quantity of the learning experience. It is expected that students will be treated with respect, tact, and friendliness so that the faculty member can function as an effective guide, mentor, and counselor.

The faculty member should demonstrate an overall evaluation of satisfactory for the area of instruction.

RESEARCH

In general, all faculty members involved in the graduate programs are expected to excel in research. Faculty members are expected to publish primarily in their discipline. Discipline-based research is *not* journal specific but rather discipline specific. Acceptable discipline-based research includes research across discipline boundaries where an individual utilizes skills or research specific to his or her primary discipline to make or enhance a contribution in another discipline. Faculty members, who meet the minimum research requirements but do not demonstrate research proficiency in their own discipline, will not be considered for tenure or promotion. This section provides the guidelines for meeting the minimum research requirements.

While threshold requirements are indicated, continued currency of performance is necessary. Such

Faculty Promotion and Tenure Guidelines

Adopted February 1989

Revised September 1997

Revised February 2000

Revised March 2004

Revised February 2006

Revised May 2009

Page 1 of 3

currency is especially necessary for continued membership on the graduate faculty.

There are a variety of media for publication of research, and there are differences between grant and non-grant research, textbook writing, and publications in refereed journals. While research of all forms is encouraged, publication in refereed journals is required. Current guidelines for minimum acceptable levels of refereed publication research are provided below:

MINIMUM GUIDELINES FOR VARIOUS DECISIONS

DECISION	<u>Number of Articles</u>	
	Level:	I II **
Promotion to Associate Professor with tenure	2	5 or 2*
Tenure of an Associate Professor	3	6 or 3*
Promotion to Full Professor or Tenure of a Full Professor	5***	5

* The lower Level II requirement is applicable when at least one Level I publication is in an elite journal within the discipline.

** Any Level I publications above the minimum number required can be counted towards the number of articles in Level II at the rate of one Level I publication equals two Level II publications.

*** For promotion or tenure as a Full Professor, at least one publication must be an elite Level I.

Notes:

1. For promotion to associate professor, for tenure of an associate professor or for promotion to full professor, at least two articles (or one Elite Level I) must be published or accepted while at Louisiana Tech. For promotion and/or tenure granted upon employment or the promotion and/or tenure decision made in two years or less for faculty with previous experience, the body of research will be considered without the requirement of publications while at Louisiana Tech. The candidate for full professor must have at least one Level I article within the last three years to demonstrate continuing productivity.

2. The current classification of various journals is available from the school/department director/head.

3. Level I publications from any College of Business discipline count as a Level I for any faculty member as long as the research is discipline-based as defined above. However, to be considered for tenure/promotion, a candidate must have at least one publication from the Level I journal list within discipline.
4. The journal classification list in effect at the date of initial submission of a manuscript will determine the level of the journal assigned. Reclassification of a journal will not result in a retroactive reclassification of an article.
5. The threshold requirement for promotion to Associate Professor with tenure may be met if the applicant has three or more elite Level I journal articles within discipline--no Level II journal articles will then be required.

SERVICE

It is appropriate and important that faculty members provide service to support and develop their University, state, and the nation. Meritorious service activities are those activities directly related to a faculty member's area of professional expertise or University position.

University service includes, among others, acting as faculty advisor for student organizations, participation on standing or ad hoc committees at various levels, and participation in other recognized University activities.

Non-University service includes, among others, service to governmental agencies at various levels through reviewing for scholarly journals and participation on advisory panels and special study groups; service to the profession through participation in regional and national societies devoted, at least in part, to the betterment of education in the faculty member's discipline; and service to the private sector through the provision of expert services to the faculty member's discipline.

The faculty member should demonstrate an overall evaluation of satisfactory for the area of service.

COLLEGIALITY

Faculty are to conduct themselves in a professional and collegiate manner consistent with being a productive citizen of the department, college, and University community. (University Policy #2110)