



College of Fine Arts

Tenure-track Faculty
Promotion and Tenure

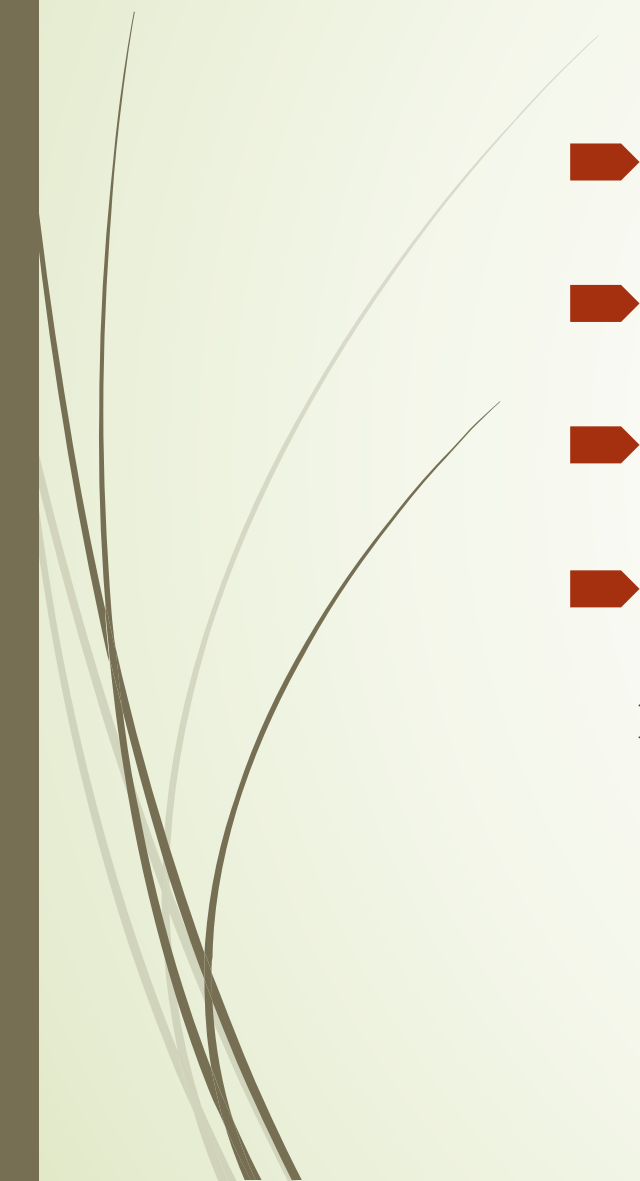


Agenda

- What is tenure?
- What do I have to do to get it?
- What gets evaluated?
- What criteria are used?
- The tenure clock
- Overview of promotion dossier contents
- Developing a sensible tenure strategy
- FAQs and additional resources for enhancing productivity in research, teaching, service, advising




Why tenure?

- Improve the institution's research reputation
 - Support the public good
 - Academic freedom
 - Competitive advantage in hiring talent away from industry
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Why a tenure-track probationary period (6 years)?

- Acclimate to the department (and academy)
 - Demonstrate sufficient performance of faculty work expectations over an extended period of time
 - Enable the university to more accurately project future productivity
 - Because awarding a life-time contract is a decision of great magnitude and importance
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Recommendations for Tenure

Tenure should be awarded only when there is a clear case that doing so is in the best interest of the university. The candidate's record should be examined for the following:

- Evidence of impact and distinction in research, teaching, advising, service, and honors
- Evidence of a strong pipeline of scholarship and (where relevant) funding that predicts a sustainable trajectory of continued and future excellence, and
- Evidence that such contributions can be sustained through an extended career with the university



Areas of Contribution

Recommendations for promotion and tenure are based on the candidate's demonstrated record of career accomplishments, with emphasis placed on accomplishments in rank and the trajectory of those contributions, as an indication of future performance. These are the categories of contribution:

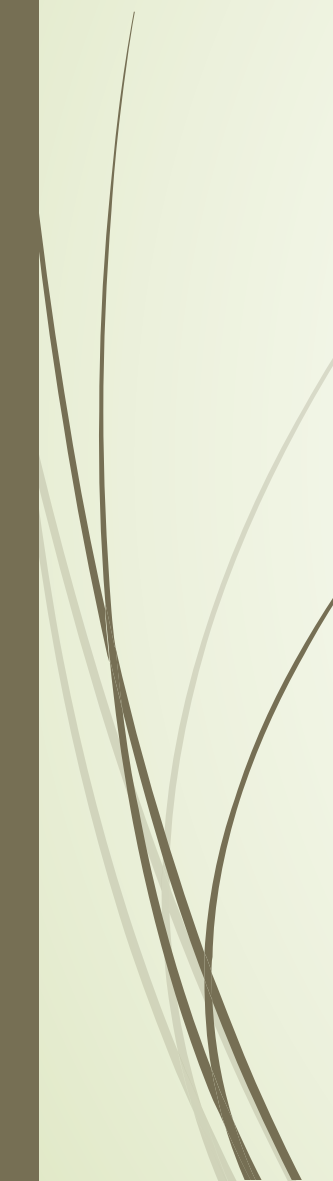
- **Teaching** at undergraduate and/or graduate levels
- **Research**, Creative Activities, and other scholarly effort.
- Academic **advising**, counseling, and other student services
- Administrative and committee **service** to the department college, and university, and professional public service to the nation, state, and society
- Other evidence of merit or recognition, such as fellowships, grants, and special **honors**

What kinds of evaluation criteria are used?

- Depends on the field
- Demonstrating a national or international profile in your field
- **IMPACT** (on field)
- Examples (may not apply in all cases):
 - Selection by peer review or similar
 - Reputation of the performance/exhibition venue or press or fellowship
 - Critical review, citations, etc.
 - Reputation of collaborators, directors, curators, etc.
 - Quantity
 - Quality




Promotion Process Overview

- Annual Review and Third Year Review (aka Mid-Probationary Review)
 - Peer Teaching Observations
 - External Reviewers
 - Department → College → President's Committee
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Tenure Clock

- ▶ “Up-or-out” tenure review during sixth year of probationary period.
 - ▶ Extensions of probationary period (LWOP, personal reasons, COVID)
 - ▶ Third Year Review (aka mid-probationary review)
 - ▶ When should I go up for tenure?
 - ▶ Accelerated Promotion (aka early promotion)
 - ▶ Minimum 2 years of qualifying service at UT Austin.
 - ▶ Electing up to 3 years of prior service in same rank at previous institution.
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Promotion Dossier Contents

<https://provost.utexas.edu/the-office/faculty-affairs/promotion-tenure/>

- Dean Statement
- Chair Statement
- Center director, institute, courtesy department chair statement
- **CV**
- Teaching (EC statement, candidate statement, **summary of** six-year record of courses taught and CIS results, **list of peer observers**, list graduate students supervised and postdoctoral fellows)
- Research (EC statement, list of five most significant works in rank, candidate statement, **candidate's creative endeavors outlets table**)
- Advising (EC statement, **candidate statement**)
- Service (EC statement, **candidate statement**)
- Honors, Awards, and other Evidence of Recognition (EC Statement, **candidate statement**)
- External Review Letters (minimum 5 letters, chart of reviewers)
- Supplemental (six years of CIS written comments, copy of five most significant works, letters from collaborators, **peer teaching observations (4 and longitudinal)**, copy of all works in rank, copy of in-progress works, proof of status of forthcoming works, teaching portfolio, list of materials sent reviewers, reviewer declinations, mid-probationary review, **teaching evals from other instit.**, other)



Advice for assembling a good-looking promotion dossier

- Read and follow the P&T guidelines for the specific year when you go up for promotion
- The CV is important
- Think about what is “above the fold”
- Write for an academic, but non-expert-in-your-field audience
- Have others read and edit your statements
- The content should matter more than the presentation, but you don’t want to make it hard for the readers
- Department staff help with assembling the dossier, but it is your dossier and your career and you decide what goes in it



Some procedural details

- Chair (or delegate) spring meeting before you go up to talk about strategy, required materials, deadlines
- Identifying external reviewers
- Candidate File Check
- EC membership conflict of interest check
- Access to file after submission
- Results announced around February 15
- Grievance and Appeals processes



Developing a tenure strategy

Seek out sensible mentoring and advocacy.

Begin to build a promotion/tenure case as soon as possible – accumulate relevant information and documents as they become available. Don't wait!

Balance teaching with research/creative activity and service obligations.

Don't wait until the last minute for peer teaching observations

Network with department colleagues and national colleagues in your field's professional organizations to increase your visibility

Go to relevant COFA professional development programming
<https://sites.utexas.edu/cofafaculty/resources-2/college-of-fine-arts-faculty-professional-development-program/>

Third-year review

<http://sites.utexas.edu/cofafaculty/faculty-review/third-year-review-policy-in-the-college-of-fine-arts/>

Required of all assistant professors by the end of the sixth semester.

Intended to advise assistant professors of their strengths & weaknesses in advance of promotion/tenure review.

Peer observation reports are important; a minimum of two are required for the third-year review.

Last chance for major course correction

Department → College → Chair gives you feedback in writing

Chair's written third year review report goes in your eventual tenure file



Questions?



Additional Resources



Where to go with questions/concerns

Your chair/director:

Susan Rather, Chair, Department of Art and Art History

Megan Alrutz, Interim Chair, Department of Theatre and Dance

Jeff Hellmer, Interim Director, Butler School of Music

Michael Baker, Department of Arts and Entertainment
Technologies

Kate Canales, Chair, Department of Design

Your faculty affairs coordinator:

Anita Bennett, Department of Art and Art History

Cassie Gholston, Department of Theatre and Dance

Andrea Melendez, Butler School of Music

Cameron Weed, School of Design and Creative Technologies

Douglas Dempster, Dean

Tim Crewick, Director of Faculty Advancement



FAQ's



- At what rate do faculty attain tenure at UT?
 - See Data and Success Rates: <https://provost.utexas.edu/faculty-affairs/promotion-and-tenure>
- Is it reasonable to expect that all levels of review in the P&T process will agree?
 - No, P&T procedures are multi-leveled and involve professional colleagues from many different areas of the institution. Your case should be so compelling it elicits positive endorsements from a wide range of individuals.
- Should we shape our work based on what is going on at the university/what's being valued?
 - The university is deferential to the standards in your field for professional excellence. It will be noticed if you're also doing things that reflect UT's contemporary mission, but focus more on standards in your field.



FAQ's Continued

- ▶ Is it true that what really matters to this review is what I've accomplished while in a full-time appointment at UT?
 - ▶ Yes, but if you have remarkable credits before UT they should be represented somewhere in the file.
- ▶ Should I include all my professional credits even if they don't relate to my current research?
 - ▶ Focus on credits that are most important/lasting/good and leave out less important credits if they will cause confusion.
- ▶ Can I link to creative work (sound files, videos, online portfolios, etc.) in my CV or Scholarly/Creative Works document?
 - ▶ Yes, and you should as much as possible. It will bring your file to life and energize the committee.
- ▶ How do I define my forthcoming works?



Access to your materials

Faculty should be actively involved in the creation of their promotion file and assembly of supplemental materials.

The candidate should check the materials in the promotion dossier before the budget council review.

Informal access – At any point in the process informal access to the promotion file is available to a candidate upon request as soon as feasible, but not later than three business days. Requests for informal access are to be addressed to the chair/director, dean, or provost, as appropriate. Inspection must be supervised, and materials may not be copied or photographed.

Formal access – If the candidate wishes to obtain copies of any materials in the file, he/she must make a formal request in writing to the Provost via email to evpp-aps@utexas.edu.



Reference material for faculty evaluation, promotion and tenure

College of Fine Arts Faculty Promotion and Tenure website resources:
<https://sites.utexas.edu/cofafaculty/evaluation/promotion-tenure/>

President's Letter & Guidelines on Faculty Promotion & Tenure:
<https://provost.utexas.edu/faculty-affairs/evaluation>

Faculty Leaves (HOP 2-2210):
<https://policies.utexas.edu/policies/faculty-leaves-and-special-academic-assignments>

Extension of Probationary Period (HOP 2-2020):
<https://policies.utexas.edu/policies/extension-tenure-track-probationary-period>



Reference material for faculty evaluation, promotion and tenure, continued

Academic Titles and Tenure (HOP 2-2010):

<https://policies.utexas.edu/policies/academic-titles-and-tenure>

Faculty Sick & Parental Leave Policies:

<http://sites.utexas.edu/cofafaculty/faculty-policies/>

Family Friendly Policies and Resources:

<http://sites.utexas.edu/cofafaculty/faculty-policies/> and
<https://provost.utexas.edu/faculty-affairs/life-and-work>

Office of the Provost resources:

<https://provost.utexas.edu/faculty-affairs>

Research Support

- ▶ Fine Arts Faculty Research Leave for tenure-track Assistant Professors – guaranteed one semester research leave or equivalent in course load reductions – inquire with Chair/Director
- ▶ Comprehensive list of research support
<https://sites.utexas.edu/cofafaculty/research-2/research/>
- ▶ COFA Faculty Development & Travel Funds – inquire with Chair/Director
- ▶ Dean's Fellow/Ducloux Fellowship – inquire with Chair/Director
<http://sites.utexas.edu/cofafaculty/faculty-policies/faculty-research-leaves/>
- ▶ Summer Research Assignment (SRA) – Faculty Development Program
<https://gradschool.utexas.edu/faculty/summer-research-assignments>



Research Support, continued

- ▶ Subvention Grants – Office of the Vice President for Research
<https://research.utexas.edu/resources/funding/ovpr>
- ▶ Special research grants – Office of the Vice President for Research
<https://research.utexas.edu/>
- ▶ Big XII Faculty Fellowship Program – Office of Graduate Studies
<https://gradschool.utexas.edu/faculty/big-xii-faculty-fellowships>
- ▶ National Center for Faculty Development & Diversity Institutional Membership and Faculty Success Program
<https://provost.utexas.edu/diversity/national-center-faculty-development-diversity-membership>



Teaching Support

- ▶ Faculty Innovation Center <https://facultyinnovate.utexas.edu/>
- ▶ Review your CIS results each semester
<https://utdirect.utexas.edu/ctl/ecis/results/mycis.WBX>
- ▶ COFA Teaching Load and Course Enrollment policy
<https://sites.utexas.edu/cofafaculty/faculty-policies/faculty-workload/>
- ▶ Additional academic and administrative resources
<https://sites.utexas.edu/cofafaculty/resources-2/resources/>



Teaching Support, continued

Enhance your teaching profile

- Seek out new teaching responsibilities, diversify course offerings, pioneer innovations in teaching methods, revise curriculum and syllabi regularly, use new technology in your teaching field.
- Review CIS scores every semester. Regularly revise courses to improve CIS and student outcomes.
- Offer independent studies. Offer signature courses, where appropriate.
- Increase student demand/enrollment in your courses by developing popular courses and teaching them well.
- Maintain a Teaching Portfolio that documents your curricular innovations and teaching excellence.



Service and Advising Support

Enhance your service profile

- Seek out and accept appointment to department, college, and university committees, including serving as committee chair or in a leadership role (program head, etc.) Participate in national or regional scholarly or professional organizations and conferences in your field.

Enhance your advising profile

- Stay in touch with your students, past and present.
- Document any jobs you help them get after graduation. Develop a list of students you mentored directly and what jobs, internships, graduate programs they are now doing (or that you helped them get) after graduation.
- Mentor your students successfully to professional or academic outcomes and document it.