

DEPARTMENT OF PHYSICS  
GUIDELINES FOR TENURE AND PROMOTION

Eligibility criteria :

Tenure and Promotion from Assistant Professor to Associate Professor :

- x PhD in physics from a regionally accredited institution of higher education.
- x 6 years of service as a full-time assistant professor. If credit for prior service is granted by the provost – up to a maximum of 3 years – a copy of the appointment letter detailing the commitment must be included with the candidate's application. The candidate will apply in the fall of the sixth year of full-time tenure track service (counting any credit received for prior service).

Promotion to Professor :

- x following 3 areas:
  - x Teaching
  - x Research and Scholarship
  - x Service

The candidates are encouraged to seek guidance from senior faculty members regarding the content of this document.

TEACHING

There are four basic aspects to good quality teaching:

- (a) Clear, accurate, and appropriately paced presentation of the material.
- (b) Fair grading and evaluation of student performance.
- (c) Mentoring and helping students inside and outside of the classroom.

These aspects may be assessed in various ways: class visitation by the department chair; student evaluations; grades distribution and drop rates; regularly maintaining office hours; providing help to students, etc. It is at the discretion of the candidate to invite other tenured faculty members to visit their class and provide feedback.

Additional teaching activities that support good quality teaching may include: appropriate use of technology to enhance student learning; developing new courses or labs, performing demonstrations inside classroom, or inventing new demonstrations that get published in a peer-reviewed journal; teaching certificates and awards.

#### Tenure and Promotion to Associate Professor :

- x Demonstrate proficiency in teaching, based on all aspects listed above.

#### Promotion to Professor :

- x All aspects above, plus demonstrated ability to teach across the curriculum, and superior teaching effectiveness.

The TEACHING documentation must include (see COAS Table of Contents):

- (1) A summary of all courses and labs taught (or developed) during the evaluation period, including relevant accomplishments for each course/lab.
- (2) Samples of syllabi, exams, quizzes, or other relevant materials developed for all courses and labs taught during the evaluation period.
- (3) Official student evaluations, e.g., student comments and bar graphs for all courses and labs taught during the evaluation period.
- (4) Any other teaching evaluations from peers.
- (5) Teaching certificates, awards, and other forms of recognition.
- (6) Participation to teaching workshops and trainings, or any other evidence of curriculum and professional development.

### RESEARCH and SCHOLARSHIP

Research is a primary mission of the university, and a mandatory requirement for tenure and/or promotion, that complements the goal of providing high quality undergraduate education. The assessment of research and scholarship is based upon achievements in

- \* Specify your role if there are multiple authors.
- \* Specify if students are included as co-authors, and their role on the project. Student involvement is highly encouraged.
- \* The Productivity Index defined as: 
$$PI = \frac{N}{\sum N_i}$$
 where N is the number of publications and  $N_i$  is the number of authors per publication (excluding undergraduate students), will be used as quality indicator of the research performed.  $(IF)_i$  is the average impact factor of the journal over the last 5 years.

Tenure and Promotion to Associate Professor :

- x At least 4 publications in journals listed in the Web of Science, during the probationary period. If the Productivity Index is high ( $PI = 4$ , or greater), 3 publications may be acceptable. Only articles published while at Lamar will count unless otherwise noted in the Letter of Offer.

Promotion to Professor :

- x At least 5 publications in journals listed in the Web of Science, preferably in the last 6 years prior to promotion application. If the Productivity Index is high ( $PI = 5$ , or greater), 4 publications may be acceptable. Only articles published since promotion to associate professor count for promotion to professor.

- (b) Book chapters (as author, co-author).
- (c) Books (as editor, co-editor, guest editor).
- (d) Encyclopedia entries

(2) GRANTS:

Tenure and Promotion to Associate Professor :

- x At least 4 external grant applications need to be submitted during the probationary period, either as a PI or co-PI.

(3) CONFERENCE PARTICIPATIONS:

- (a) Invited conference talks.
- (b) Contributed talks to conferences and workshops.
- (c) Other on-campus or off-campus presentations.

Tenure and Promotion to Associate Professor :

Items (b) and (c) are expected.

Promotion to Professor :

All items (a) through (c) are expected.

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