

Department of Classical and Modern Languages, Literatures, and Cultures
Unit Factors for Promotion and Tenure

Preamble

Chapter XXII of the *Agreement* between Wayne State University and the Wayne State University Chapter of the American Association of University Professors-American Federation of Teachers Local 6075 states that the basic functions of the university are the transmission and generation of knowledge. The unit factors for promotion and tenure of the Department of Classical and Modern Languages, Literatures, and Cultures reflect the department's commitment to the continuing realization of these goals.

Scholarship

The Department of Classical and Modern Languages, Literatures, and Cultures considers the continued intellectual growth and development of its faculty as central, indeed vital, to academic life. Since ongoing scholarly research and publication present the clearest evidence of such intellectual activity, the department assumes that candidates for promotion and tenure are actively engaged in and professionally committed to scholarly research and publication. Ordinarily, a candidate for tenure must show clear evidence of having successfully completed substantial original research in appropriate fields. Such scholarly work will be indicative of a research program that will continue to develop in the future. The results of this research--such as peer-reviewed articles and monographs¹--should have appeared in or been accepted for publication by refereed national or international professional journals or highly regarded university or other academic presses. Moreover, there must be evidence promising continued scholarly publication in the future. The candidate for promotion will have achieved increasingly higher levels of proven scholarly ability and potential.

Other forms of original research such as book chapters, particularly when peer-reviewed, are recognized as scholarly contributions. Essays, translations, and book

¹For promotion and tenure deliberations, the department adopts the definition of 'monograph' published by the National Research Council of Canada:

A monograph is a specialized scientific book. As learned treatises on clearly defined topics, which may be intra-, inter-, or cross-disciplinary, monographs generally are written by specialists for the benefit of other specialists. Although usually regarded as a component of the review literature of science, monographs are works that demand the highest standards of scholarship. Their preparation calls for exceptional breadth and depth of knowledge on the part of their authors, who, inter alia, must be able to collect, collate, analyze, integrate, and synthesize all relevant contributions to the archival literature of the scientific and engineering journals and to add original material as required. The value of monographs lies in the coherence and comprehensiveness of the information and knowledge they contain, which is important to the specialized researchers to whom they are directed and, therefore, to the advancement of science and engineering generally. Most monographic manuscripts are critically reviewed and tightly edited. The resulting books can be expected to have a reasonably long shelf life.

reviews also represent contributions to the field. In some cases, textbooks may be an appropriate demonstration of scholarship. However, book chapters, essays, translations, textbooks, and book reviews will not ordinarily carry as much weight as refereed articles and monographs. Other evidence of a candidate's accomplishments in scholarship may include activities such as the editing of books or journals, presentation of scholarly papers at meetings or conferences of professional organizations, the refereeing of manuscripts for professional journals or presses, service on editorial boards, and receipt of fellowships, grants for research, prizes, and awards, —in short, the recognition of one's peers at the national and international level.

In all cases, the quality of publications, their value as significant contributions to scholarship in the candidate's field, and their impact on other scholars in the field at both the national and international level are the primary criteria for tenure and promotion. Judgment of an individual's performance and potential is based on comparisons with contemporaries at other universities in appropriate fields as well as with colleagues within the department. Recognized specialists from peer institutions will be consulted to provide information relevant to such judgments by assessing the quality and impact of the candidate's scholarly work within his or her expertise.

Teaching

Clearly established excellence, not simply adequacy, of classroom teaching across a disciplinary spectrum is essential for a departmental tenure recommendation. Excellence may be assessed by such measures as student and peer evaluations, a teaching portfolio, and teaching awards. Performance of particular responsibilities in support of basic course coordination and study-abroad program development may be considered in evaluating candidates. Constructive contributions to curriculum, improvement or creation of existing courses and programs, and preparation of useful instructional materials will be considered. Since teaching takes place both inside and outside of the classroom, the direction of graduate essays and theses, the teaching of directed studies, student advising, availability to students, and the keeping of regular and generous office hours are also important factors.

Non-Instructional Service

As part of their regular duties, all faculty are expected to serve actively and constructively when called upon for various departmental needs, such as committee work related to the normal functioning and mission of the department, college, or university. In general, these duties are considered normal and routine and will not carry great weight in consideration for tenure and promotion, although a deficiency in their respect would be seriously detrimental. Similarly, all faculty are expected to serve when called upon at the college and university levels, but since the occasion for such service tends to increase with seniority, less service is expected of non-tenured faculty than of tenured members of the department.

Particularly distinguished departmental, college, or university service, special service in regional, national, or international professional organizations, and significant service to the ethnic groups represented by the department or to civic or cultural groups important to the mission of the university may enhance candidacy for tenure when present alongside sufficiently strong scholarly and teaching qualifications. Service will not be considered apart from or as a substitute for excellence in either scholarship or teaching.

Factors for Promotion

The factors governing scholarship and teaching are similar to those for tenure, except that, in cases of promotion to professor, more weight is given to scholarship and to national and international recognition within the discipline and the profession. The factors governing service are also similar to those for tenure, except that more service is expected of tenured than of untenured faculty, and candidates for promotion to professor are encouraged to become active in college and university as well as departmental committees. Assessments of a candidate's qualifications for promotion must take into consideration performance to date, prospects for continued excellence and professional growth on the basis of that performance, and, especially in the case of promotion to professor, professional experience.