

## UNIVERSITY OF NEW MEXICO DEPARTMENT OF ANTHROPOLOGY CRITERIA FOR TENURE AND PROMOTION

Adopted January 19, 2007

The Anthropology Department expects faculty excellence in research that contributes to our national and international standing and "effective teaching...[that] provides a student with an increased knowledge base, an opportunity to develop thinking and reasoning skills, and an appreciation for learning" (*Faculty Handbook Policy on Academic Freedom and Tenure 1.2.1.b*). Research is expected to inform teaching.

Of the four categories that constitute the basis for appointment – Teaching, Scholarly Work, Service, and Personal Characteristics, the Department weighs Teaching and Scholarly Work equally (.40/.40) as the most important components of performance evaluations. Service (.20) is also expected and normally rounds out and complements the qualities presented in research and teaching. Unless they compromise the Department's teaching and research mission, Personal Characteristics are considered part of the evaluation of Teaching, Scholarly Work, and Service as influencing "an individual's effectiveness as a teacher, a scholar, researcher, or creative artist, and a leader in a professional area" (*Faculty Handbook Policy on Academic Freedom and Tenure 1.2.4*).

The University recognizes "two broad categories of faculty service: professional and public." The former "consists of those activities performed within the academic community that are directly related to the faculty member's discipline or profession." It includes department, University, and "beyond the University...service to professional organizations and other groups that engage in or support educational and research activities" (*Faculty Handbook Policy on Academic Freedom and Tenure 1.2.3.a.1*). The latter "consists of activities that arise from a faculty member's role in the University...activities [that] normally involve the sharing and application of faculty expertise to issues and needs of the civic community in which the University is located" (*ibid 1.2.3.a.2*).

The Department recognizes two aspects of public anthropology, the translation of anthropological knowledge for the wider public: one evaluated as scholarly work and one evaluated as service. Scholarly work in public anthropology involves funding, research, conceptualization, and the presentation of a final product. The candidate documents their role in (1) obtaining external funding to carry out the research, (2) carrying out research to be used in the product, (3) providing a conceptual analysis, and (4) publication or promulgation of the product as well as statements about collaboration with communities, networks, or organizations that were part of the research, training that they may have offered students, community members or organization members, and a discussion of the dissemination of the scholarship (audience reached and significance). Public anthropology evaluated as service may be considered professional and/or public service according to the University criteria.

## **TENURE AND PROMOTION TO ASSOCIATE PROFESSOR**

Unless otherwise indicated by contract or other written agreement, the record under consideration for tenure and promotion to Associate Professor is that accrued since beginning the tenure-track position at UNM.

### **Teaching**

The candidate should be involved in teaching at the lower division, upper division, and graduate levels. Service on doctoral committees is expected; chairing at least one such committee is desirable. Expectations for work with masters students varies by subfield.

Evidence of effective teaching includes annual peer reviews of classroom performance, UNM and/or Department teaching evaluation forms for each semester of teaching, awards and grants for teaching, and Department-solicited letters assessing the candidate as a teacher and mentor from the candidate's present and former graduate students and from all current Department graduate students with knowledge of the candidate.

### **Scholarly Work**

The candidate should demonstrate excellence in scholarship and a developed research program beyond the dissertation as indicated by a strong publication record and promise of a national and international reputation. This will be evidenced by publications (e.g. a book, monograph, the equivalent in significant peer-reviewed papers, or a major museum exhibition; a major, evaluated public anthropology project, or the equivalent in significant smaller projects) and outside letters of evaluation from scholars in the candidate's field of expertise. Presenting papers and lectures, research funding, fellowships, and grants will also serve as indicators of a developed research program. Book, manuscript and proposal reviews, editorial board service, work in progress, and other writing supplement the candidate's record.

### **Service**

Untenured assistant professors should concentrate primarily on their teaching and scholarly work. However, active subfield participation and some Department service is expected.

### **Early Tenure and Promotion**

University policy mandates "that tenure and promotion to the rank of associate professor will normally be granted together." As a rule: "The anticipated length of service in the rank of assistant professor is six years, with review for promotion to the rank of associate professor occurring in the sixth year" (*Faculty Handbook Policy on Academic Freedom and Tenure* 4.8.2.a, b). In exceptional

cases, a candidate may be considered for early tenure and promotion to Associate Professor. These cases include faculty whose work at UNM has met Department criteria for tenure and promotion and who have relevant prior teaching experience at other institutions.

### **TENURE AS ASSOCIATE PROFESSOR**

Unless otherwise indicated by contract or other written agreement, the record under consideration for tenure as Associate Professor is that accrued since promotion to Associate Professor.

The current Department "Criteria for Post-Tenure Review" govern the evaluation of candidates for tenure as Associate Professor. Those adopted on February 15, 2002, state: "Associate professors are evaluated each year as to their progress toward promotion to full professor following ten years in rank. The ten-year period in rank may be suspended in cases of maternity or medical leave."

### **PROMOTION TO FULL PROFESSOR**

Unless otherwise indicated by contract or other written agreement, the record under consideration for promotion to Full Professor is that accrued since promotion to Associate Professor.

#### **Teaching**

The candidate should be involved in teaching at lower division, upper division, and graduate levels. Service on and chairing doctoral committees is expected. Expectations for work with masters students varies by subfield.

Evidence of effective teaching includes peer review of classroom performance in the semester of candidacy for promotion, UNM and/or Department teaching evaluation forms for each semester of teaching after promotion to Associate Professor, awards and grants for teaching, and Department-solicited letters assessing the candidate as a teacher and mentor from the candidate's present and former graduate students and from all current Department graduate students with knowledge of the candidate.

#### **Scholarly Work**

The candidate should demonstrate continued research productivity and excellence in scholarship which has led to the establishment of a national/international reputation. Evidence for this will be provided by a second book or monograph; one or two peer-reviewed, journal articles per year; or a second major museum exhibit; a second major, evaluated public anthropology project, or the equivalent in significant smaller projects. Success in obtaining research grants and/or scholarly

recognition in terms of awards is expected. Invited talks, presentations at professional meetings, book, manuscript and proposal reviews, editorial board service, journal editing, external reviews of other departments, and other writing supplement books, monographs, peer-reviewed articles, and major museum exhibits. The quality of scholarship will be evaluated, in part, by letters from nationally or internationally recognized senior scholars in the candidate's field.

### **Service**

Ongoing service to the University and profession is expected for promotion to Full Professor. Evidence of positive leadership within the Department and University includes membership on and/or chairing several different Department committees and a willingness to serve on College and/or University committees. Service to the profession may include participation in professional organizations, serving as an outside referee for tenure and promotion, serving as a referee for presses, journals, and granting agencies, membership on editorial boards, editing journals, and serving as a consultant.

### **Early Promotion**

As a rule: "The anticipated length of service in the rank of associate professor prior to consideration for promotion to the rank of professor is at least five years" (*Faculty Handbook Policy on Academic Freedom and Tenure 4.8.3.b*). Exceptions to this rule may be made under unusual circumstances, for example, in order to attract or retain a highly valued Associate Professor whose services are sought by a competitive institution or when an Associate Professor has significantly exceeded the Department's normal criteria for promotion.

### **TENURE AS FULL PROFESSOR**

Unless otherwise indicated by contract or other written agreement, the record under consideration for tenure as Full Professor is that accrued since promotion to Full Professor.

The current Department "Criteria for Post-Tenure Review" govern the evaluation of candidates for tenure as Full Professor. Those adopted on February 15, 2002, state: "Full professors are expected to maintain their professional activities and periodically enhance their visible profile as educators, researchers, and in service to the University and the profession. Every six years in rank (roughly the period between sabbaticals) their scholarly work will include at least the equivalent of three refereed publications and/or grant proposals and their teaching be at both undergraduate and graduate levels with service on at least three doctoral committees and chairing at least one other. During that six-year period there will be some department-wide and/or university service and some service to the profession. The balance between teaching, scholarly work, and service will vary during an individual's professorial career and appropriate equivalents will be accepted."