

**Standards for Promotion and Tenure  
Department of Women's and Gender Studies  
University of Missouri  
Approved November, 19, 2019**

**General Guidelines for promotion to Associate Professor with Tenure and Full Professor\***

1. The department of Women's and Gender Studies (WGST) recognizes that promotion and tenure recognize a faculty member's past accomplishments, and is an investment in the candidate's future successes. Promotion and tenure decisions have an enormous impact on the candidate, the department and the institution. Recommendations must be based on a rigorous, fair and equitable examination of the candidate's complete record that recognizes the multiple forms of scholarship, service, and teaching that define the discipline.
2. The normal workload for WGST faculty is 40% research, 40% teaching and 20% service. In the event that that a faculty member has a modified workload the tenure evaluation will adjust accordingly. WGST faculty will be evaluated based on their individual workload distribution.
3. Faculty with joint appointments will be evaluated according to the same standards as faculty with 100% appointments in WGST. Evaluations will be based on the proportion of the candidate's workload for the department. When WGST is the tenure home the department standards and processes will be followed, with the addition of a written recommendation from the second department. When WGST is not the tenure home, the department will evaluate the candidate and submit a recommendation to the primary department.

**Standards for Promotion to Associate Professor with Tenure**

**Research/Scholarship**

1. Candidates for promotion to Associate Professor with Tenure must provide evidence of sustained scholarly or creative work, attesting to an emerging national or international reputation. Evaluation will include the candidate's entire body of work, with an emphasis on all publications

appearing after the date of their terminal degree, and in particular, those published during the probationary period at the University of Missouri. Recognizing that the field of women's and gender studies encompasses a variety of media, methodologies and theoretical frames, and is inherently interdisciplinary, what constitutes research will vary depending on the candidate's disciplinary background and specialization. Evidence of scholarly activity may include a peer-reviewed monograph, articles, edited volumes; book chapters; film; digital media, and electronic publications. A minimum of one monograph, or the equivalent in articles or other forms is required, but not sufficient, for promotion to Associate Professor with Tenure.

2. Although a monograph published with a reputable university or commercial press and/or multiple peer-reviewed journal articles are the most important evidence of productivity and scholarly identity, other kinds of work are valuable. Assessment of research productivity will also include presentations at national and international academic conferences, submission of external grant proposals, policy reports, and intellectual engagement in public debates (media interviews or publications). Successful externally-funded grants will be viewed as a proof of strong scholarship.
3. Collaborative, multidisciplinary, and interdisciplinary work is central to the discipline and will be given full consideration in tenure and promotion evaluations. Evaluations for tenure and promotion will take into account the heterogeneity of the field and its range of scholarly forms, methods, and contributions. In particular the department recognizes that collaborations with groups outside of the academy are invaluable in the development of WGST scholarship and the production of new kinds of knowledge.
4. The department recognizes that WGST scholarship challenges and transforms existing disciplinary conventions, creates new forms of knowledge, and carves out new modes of inquiry in ways that are often perceived negatively, or not recognized by scholars in other disciplines. The department should take into account the individual candidate's dossier in the assessment and selection of reviewers. The department committee will select reviewers who are experts in the field, recognizing that these experts may not be from WGST departments, or work within traditional disciplinary boundaries.
5. The department recognizes the importance of research-related entrepreneurial activities on today's academe. Although opportunities for

such work are relatively rare in WGST and are certainly not required, the department recognizes faculty efforts.

### **Teaching**

1. The usual teaching load for faculty is 2 courses per semester. Candidates are expected to demonstrate distinction in the classroom. Evaluation of teaching includes consideration of syllabi, course materials, peer and student evaluations, teaching honors and awards; participation in teaching workshops, development of new courses and curricula, and the management of cross-listed courses, in addition to the candidate's statement of teaching philosophy and goals.
2. The department recognizes that mentoring graduate students is an important part of teaching. While not required, advising graduate students, serving on graduate committees, and teaching graduate courses serves as evidence of teaching competency.

### **Service**

1. Service to the department, the institution, and the discipline are important for promotion. Departmental service includes, attendance at faculty meetings, service on departmental committees, participation in program development and outreach, engagement in the recruitment and retention of students, and strengthening affiliate networks. Although departmental service is emphasized for promotion to Associate with tenure, service on college and campus committees, organizing events or conferences on campus, is recognized and rewarded as important to the department.
2. The department recognizes that WGST faculty are often called upon by students and faculty to take on a significant amount of invisible labor; the work that does not appear in formally constituted committees, or in the form of scholarly publications. The work WGST faculty do sponsoring campus groups, providing additional guidance and support for underrepresented, first-generation students, and assisting students and faculty in navigating institutional bureaucracy to seek justice and equity, are significantly weighted in the evaluation process.
3. Professional service bolsters a candidate's scholarly identity, and candidates should be able to demonstrate an emerging national and/or international profile. Evidence includes serving as reviewer for articles or book manuscripts, the publication of book reviews, the creation of, or participation in external mentorship/writing communities.

### **Expectations for Early Tenure and Promotion**

Following the guidelines of the Collected Rules, the Department maintains that promotion and/or tenure before the sixth year is rare, and limited to the "truly exceptional" candidate. To be considered for early tenure and promotion a candidate's portfolio would include:

- Evidence of exceptional scholarship, including at least one published monograph, and a significant body of articles that have led to national and/or international visibility.
- A record of successful external grant awards such as an NEH, NIH, NSF, ACLS, or a Guggenheim.
- National or International recognition as a leader in the field.

### **Request for Extension of the Tenure Clock**

The department recognizes that candidates may need to extend the tenure clock. Guidelines for applying for an extension of the tenure clock can be found in the provost's office. The department will work with candidates to make their appeal.

## **Standards for Promotion to Professor**

While the criteria for promotion to full are similar to those for tenure and/or promotion to Associate, the candidate is expected to provide evidence of an established scholarly identity.

### **Research/Scholarship**

1. Candidates for promotion to full professor must have evidence of a substantial body of scholarship. The candidate's entire body of scholarship will be considered in evaluation for promotion, although emphasis will be placed on the work published in the post-tenure period. At a minimum a candidate should have at least one monograph, published with a reputable university or trade press, and/or the equivalent in articles or other forms published since earning tenure.
2. The department expects candidates to have established visibility in the field. A strong professional profile is reflected in journal articles, citations, and assessments of leading scholars in the field.
3. The department recognizes a candidate's record of successful external grant applications as an indication of a strong research record.

## **Teaching**

1. The expected teaching load for research active (as defined by the WGST workload policy) faculty is 2 courses per semester. Candidates for promotion to full are expected to have made significant contributions to the department's undergraduate curriculum. In addition to the criteria outlined in the standards for promotion to Associate Professor with tenure, evidence of teaching excellence includes the development of new courses, integration of innovative teaching methods, and mentoring of junior faculty and instructors.
2. The department recognizes the importance of mentoring at the graduate and undergraduate level as evidence of teaching excellence. Mentorship is evidence through recruitment and retention of majors, student success in winning scholarships or awards, attendance and/or presentation at conferences, participation in career readiness events, assistance in placing student in graduate programs or jobs.

## **Service**

1. Candidates for promotion to Full Professor should have a significant service record at the departmental, college, and campus level. At the departmental level, this includes serving as director of undergraduate studies and/or graduate advisor, or chairing search committees. Leadership at the college and campus includes chairing committees, heading new programmatic or pedagogical initiatives.
2. The department recognizes that service beyond the borders of the institution also provides evidence of an outstanding research profile. Evidence of service to the profession or the discipline includes, but is not limited to, leadership roles in professional societies, serving on editorial boards, reviewing manuscripts for journal submissions, reviewing grant panels, acting as an external reviewer for tenure cases, membership in a regional or national mentorship group.
3. As for promotion to Associate Professor with Tenure, the department recognizes that the burdens of invisible labor often fall heavier on the shoulders of tenured faculty. The department considers this to be an important service to the department, our students, and the wider institution.

\*We note our appreciation to the National Women's Studies Association and the Psychology Departments at the Universities of Missouri, Indiana, Kansas, Arizona, and Notre Dame, for sharing their P&T guidelines. Many of the points here are from those documents, particularly the University of Notre Dame.