
DEPARTMENT OF INTERDISCIPLINARY STUDIES

PROMOTION & TENURE; POST-TENURE STANDARDS

*Approved by 3/5 of department faculty April 16, 2025
Effective Fall 2025 for Faculty Hired on or after August 1, 2025*

PROMOTION & TENURE; POST-TENURE STANDARDS:

- Candidates in the Department of Interdisciplinary Studies will be assessed in five areas of evaluation including (1) Teaching Effectiveness; (2) Service to the Institution and Larger Community; (3) Scholarly and Creative Activities; Professional Development; (4) Student Success Overlays; and (5) Professional Development Overlays
- For promotion and tenure evaluations, successful candidates must meet the following standards:
 - (a) exceed expectations in **at least three areas of evaluation** and
 - (b) meet expectations in **at least two areas of evaluation** to achieve promotion to various ranks.

PROMOTION & TENURE; POST-TENURE STANDARDS FOR DIFFERENT RANKS:

Promotion to Associate Professor, with Tenure:

- To be promoted from the rank of Assistant to Associate Professor with tenure, a candidate must meet the following standards during the review period (4 years):
 - Meets Expectations: Must accumulate at least 12 points in an area of evaluation to meet expectations
 - Exceeds Expectations: Must accumulate at least 20 points in an area of evaluation to exceed expectations
 - Exemplary: Must accumulate at least 28 points in an area of evaluation to be considered exemplary
 - Does not meet Expectations: A candidate with fewer than 12 points in an area of evaluation will be considered as not meeting expectations
- Overall, a candidate must accumulate **a total of 84 points** to be promoted to the rank of Associate Professor, with tenure. This includes (a) exceeding expectations in at least three areas of evaluation ($20 \times 3 = 60$ points) and (b) meeting expectations in at least two areas of evaluation ($12 \times 2 = 24$ points)

Promotion to Full Professor, with Tenure:

- To be promoted from the rank of Associate to Full Professor with tenure, a candidate must meet the following standards during the review period (4 years):
 - Meets Expectations: Must accumulate at least 16 points in an area of evaluation to meet expectations
 - Exceeds Expectations: Must accumulate at least 24 points in an area of evaluation to exceed expectations
 - Exemplary: Must accumulate at least 28 points in an area of evaluation to be considered exemplary
 - Does not meet Expectations: A candidate with fewer than 12 points in an area of evaluation will be considered as not meeting expectations
- Overall, a candidate must accumulate **a total of 104 points** to be promoted to the rank of Full Professor, with tenure. This includes (a) exceeding expectations in at least three areas of evaluation ($24 \times 3 = 72$ points) and (b) meeting expectations in at least two areas of evaluation ($16 \times 2 = 32$ points)

Post-Tenure Review

- During the post-tenure review period (5 years after previous review), a successful candidate must:
 - Meet expectations in all areas of evaluation at his/her rank ($12 \times 5 = 60$ points), and
 - Publish one referred article

Candidate Evaluation Form

FACULTY MEMBER NAME: [Click or tap here to enter text.](#)

CURRENT FACULTY RANK: [Click or tap here to enter text.](#)

TYPE OF REVIEW

☐ Pre-Tenure Review ☐ Promotion Only ☐ Tenure Only ☐ Promotion & Tenure ☐ Post-Tenure Review

LEVEL OF REVIEW

☐ Department P&T Committee ☐ Chair ☐ College P&T Committee ☐ Dean

PERIOD OF EVALUATION

From [Click or tap to enter a date.](#) **Through** [Click or tap to enter a date.](#)

SECTION I. NORMATIVE EVALUATION FOR PROMOTION AND/OR TENURE OR POST-TENURE

This section is to be completed by the department chair or associate dean only. Deans, Departmental, College, and University committee members omit this section.

	Annual Evaluations Total Points	Total points of annual evaluations of other faculty in department holding the rank for which the candidate is being considered		
		Number of Faculty Holding Rank	Mean of Total Points of Faculty in Rank	Median of Total Points of Faculty in Rank
One Year Ago				
Two Years Ago				
Three Years Ago				
Four Years Ago (if applicable)				

	Evaluation Area	Criteria	Rating Awarded	Meets Overall Criteria*
Associate Professor	Superior Teaching	Demonstration of significant contributions as a teacher and a strong likelihood of continuing effectiveness in teaching with evidence from student evaluations	☐ Meets 12-16 points	☐ Yes* ☐ No *At Least <u>84 Points</u> Needed to Achieve Promotion and/or Tenure
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Outstanding Service to the University	Demonstration of significant contributions in service to the institution and a strong likelihood of continuing effectiveness in such service	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Scholarly Activities and Professional Development	Demonstration of significant contributions to the candidate's discipline and a strong likelihood of continuing effectiveness	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Student Success Overlay	Demonstration of effectiveness and participation in student success activities and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 12 -16 pts	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Professional Development Overlay	Demonstration of effectiveness and participation in the candidate's discipline and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 4-6 pts	
			☐ Exceeds 7-9 pts	
			☐ Exemplary 10+pts	
			☐ Does not meet 0-3 pts	
Professor	Superior Teaching	Demonstration of a clear and convincing record of a high level of sustained effectiveness with evidence from student evaluations	☐ Meets 12-16 points	☐ Yes* ☐ No *At Least <u>104 Points</u> Needed to Achieve Promotion and/or Tenure
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Outstanding Service to the University	Demonstration of a clear and convincing record of a high level of sustained effectiveness in service to the institution	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Scholarly Activities and Professional Development	Demonstration of a clear and convincing record of a high level of sustained effectiveness in the candidate's discipline	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Student Success Overlay	Demonstration of effectiveness and participation in student success activities and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 12 -16 pts	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Professional Development Overlay	Demonstration of effectiveness and participation in the candidate's discipline and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 4-6 pts	
			☐ Exceeds 7-9 pts	
			☐ Exemplary 10+pts	
			☐ Does not meet 0-3 pts	
Post-Tenure	Superior Teaching	Demonstration of a clear and convincing record of satisfactory performance and significant growth and development, with evidence from student evaluations	☐ Meets 12-16 points	☐ Yes* ☐ No *At Least <u>60 Points</u> Needed to Meet Post-Tenure Standards
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Outstanding Service to the University	Demonstration of a clear and convincing record of a high level of sustained effectiveness in service to the institution	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Scholarly Activities and Professional Development	Demonstration of a clear and convincing record of a high level of professional activity and accomplishment in the candidate's discipline	☐ Meets 12-16 points	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Student Success Overlay	Demonstration of effectiveness and participation in student success activities and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 12 -16 pts	
			☐ Exceeds 20-24 pts	
			☐ Exemplary 28+ pts	
			☐ Does not meet 0-11 pts	
	Professional Development Overlay	Demonstration of effectiveness and participation in the candidate's discipline and other evidence germane to this category may be included as the candidate and unit deem appropriate for evaluation.	☐ Meets 4-6 pts	
			☐ Exceeds 7-9 pts	
			☐ Exemplary 10+pts	
			☐ Does not meet 0-3 pts	

SECTION III. EVIDENTIARY CATEGORIES

For each evidentiary category, a candidate should be awarded the total number of points they earned during the review period. The points should be derived from a candidate's annual evaluations. At least one credit is required in all **bold** categories.

Depending on the level of evaluation, candidates must meet a certain point total to meet the criteria for promotion, tenure, and post-tenure review (see Section II above).

NOTE: Student success and professional development overlay categories are denoted by an ******(SSO) and ******* (PDO).

Areas of Evaluation	Evidentiary Categories	Points Total (Points earned during review period)
Superior Teaching	Evidence from Student Evaluation of Instructor consistently above average (required)	
	New course development	
	Significant program and/or curriculum development	
	Award or special recognition for teaching accomplishments	
	Major revision to existing course(s)	
	Major program and/or curriculum development	
	Minor program and/or curriculum changes	
	Minor course revision	
	Design and/or implementation of community engagement course(s) or academic community engagement activity	
	Coordinator of large core class sections	
	Program implementation in K-12 schools	
	Authors annual program learning assessment report	
	Collects/reports annual student learning outcome data to chair/coordinator	
	Noteworthy application of technology to course(s)	
	Peer or mentor assessment of pedagogy	
	Assessment of student perception	
	Evidence of effective student learning	
	Use of continuous improvement methodologies	
	Quality of assessment and course construction	
	Use of established learning methodologies	
	Participation in collaborative instruction	
	Participation in cross-disciplinary program	
	Teaching of core or introductory courses	

	Nomination and submission of supporting materials for teaching recognition or award	
	**Direction of individual student research or internship outside of courseload	
	**Redesign course(s) to improve learning outcomes and eliminate opportunity gaps	
	**Study abroad programs	
	**Include syllabus graded activities demonstrating active learning from students	
	**Demonstrate clear articulation of course activities with learning outcomes	
	**Demonstrate regular and appropriate assessments that align with the learning outcomes	
	Undertake activities that support the persistence of students toward graduation (explain the specific activity in your narrative).	
	** Adapt course contents to establish sense of belonging that recognizes the students' identities and aspirations	
	** Demonstrate a consistent pattern of willingness to meet outside of regular working hours to accommodate students	
	** High impact practices in the course, such as experiential learning	
	** Increase the number of quality online courses to improve access to graduate education or job placement	
	** Tutoring	
	** Additional course content reviews	
	** Participation in the experience and/or activities of Honors Program students	
	** Partner with international organizations or institutions	
	** Project-based/active learning activities	
	** Teaching evaluation by student items	
	** Reduce barriers to opportunities with historically lower participation rates	
	** Activities that develop leadership/entrepreneurial attitudes and skills, and digital and technical/analytical abilities to prepare students for technology and automation readiness	
	Other activities identified as approved by department chair	
Outstanding Service to the Institution	Committee Service (required)	
	Management of academic unit-, school-, college-, or university-wide budgets	
	Coordination of academic unit-, school-, college-, or university-wide programs	
	Service as an active mentor to 1 full-time and/or 2 part-time faculty	
	Contributions to system or regional accreditation programs	
	Participation in community activities and organizations which enhance CSU's image	
	Direct participation in K-12 school activities	

	Development of advisement and mentoring material	
	Evidence that the faculty member links his/her/their work in some way to public contemporary issues and/or to improving the quality of life	
	Evidence that the faculty member, either through scholarly work and/or service, applies knowledge toward solutions of complex societal problems and human needs	
	Evidence that the faculty member contributes to the continuous improvement of public higher education	
	Evidence that the faculty member contributes in some way to the public good	
	Other administrative duties	
	Contributions to the improvement of campus life	
	Contributions to the improvement of community life related to one's discipline	
	** Mentoring of students	
	** Support to student organizations and/or campus activities	
	** Writing letters of recommendation that impact students' advancement	
	** Undertake activities that support the persistence of students toward graduation (explain the specific activity in your narrative).	
	** Mentoring activities engaging students outside of the classroom	
	** Professional career advisement	
	** Collaboration with professional advisors	
	** Placement for career purposes	
	** Placement for internships and/or practicum	
	** Participation in the experience and/or activities of Honors Program students	
	** Study abroad programs	
	** Partner with international institutions or organizations	
	** Participate in developing new programs	
	** Improve existing programs that impact student success outcomes	
	** Professional field trip	
	** Presentation to the community with students	
	** Event management (fundraising, community, enrollment efforts) with/for students	
	** Collaboration with student affairs and services' activities demonstrating the value of the students' college experience	
	** Participation in alumni engagement in student mentorship and career development	
	** K-12 activities that further discipline, department, college or university goals	
	Other activities identified as approved by department chair	

Scholarly Activities and Professional Development	Scholarly Production/Publication (see Section IV to determine # of credits needed)	
	Artistic performances or creations as appropriate to the discipline	
	Service in professional societies	
	Receipt of new (external) grants, fellowships or contracts	
	Development of new (external) grant proposals, contracts, or fellowship applications	
	Receipt of new (internal) grants, fellowships, or contracts	
	Development of new (internal) grant proposals, contracts, or fellowship applications	
	Development of instructors' manual	
	Presentations	
	Professional peer-reviewing activities for journals and/or conferences	
	Development of professional applications of technology	
	Receipt of honors and awards for research, scholarship, or other creative activities	
	Nomination for honors and awards for research, scholarship, or other creative activities	
	** Publications with students	
	** Research and creative activities with undergraduate or graduate students	
	** Presentation to professional organizations with students	
	** Grant or contract execution with and/or for students	
	** Grant or contract development with and/or for students	
	*** Professional memberships	
	*** Professional licenses, certifications, or other (continuing education) credentials/credits	
	*** Consulting or other applications of professional expertise	
	*** Participation in significant professional development training related to teaching effectiveness	
	*** Participation in significant professional development training related to one's discipline, scholarship and/or creative activities	
	*** Participation in minor professional development training related to teaching effectiveness	
	*** Participation in minor professional development training related to one's discipline, scholarship and/or creative activities	
	*** Letter of recommendation from a mentor	
	Other activities identified as approved by department chair	

**SECTION IV. APPLICABLE FORMS OF SCHOLARLY ACTIVITIES BASED ON
DEPARTMENTAL GUIDELINES AND COLLEGE OF ARTS & SCIENCES
PRODUCTION/PUBLICATION STANDARDS (See Appendix for credits)**

	Number of Scholarly Production/Publication Credits Required	Number of Scholarly Production/Publication Credits Awarded
Assistant to Associate Professor	2	
Associate to Full Professor	3	
Post-Tenure Review	1	

SECTION V. PROMOTION/TENURE OR POST-TENURE RECOMMENDATION

- ☐ AWARD PROMOTION ☐ AWARD TENURE ☐ AWARD PROMOTION & TENURE
☐ DO NOT AWARD PROMOTION OR TENURE
- ☐ ACHIEVING EXPECTATIONS IN POST-TENURE PERFORMANCE
☐ NOT ACHIEVING EXPECTATIONS IN POST-TENURE PERFORMANCE
- ☐ MAKING SATISFACTORY PROGRESS TOWARD TENURE & PROMOTION
☐ NOT MAKING SATISFACTORY PROGRESS TOWARD TENURE & PROMOTION

COMMENTS:

EVALUATOR(S)

_____	_____	_____	_____
Printed Name	Signature	Title or Rank	Date
_____	_____	_____	_____
Printed Name	Signature	Title or Rank	Date
_____	_____	_____	_____
Printed Name	Signature	Title or Rank	Date
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Printed Name	Signature	Title or Rank	Date
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APPENDIX: Department of Interdisciplinary Studies Scholarly Activities

Scholarly production/publication (count toward CAS production/publication credits requirement) Corresponds with Evidentiary category "Scholarly Production/Publication"	# credit points
Book (research monograph, translation, critical edition, creative, textbook; single author)	3
Book (monograph, translation, critical edition, creative, textbook; joint author) Refereed journal article	2
Book (editor); Book chapter, textbook chapter; Encyclopedia article; Conference proceeding (refereed)	1