



TENURE UNIT STANDARD ROUTING SHEET

In support of the following academic policy statements, tenure unit performance standards will be maintained and made publicly available by the Office of the Provost's Faculty Records Team. Per policy, each of these sets of standards will be reviewed every five (5) years, submitted to the Office of the Provost using this routing form for all signatures.

- APS [900417](#), Faculty Reappointment, Tenure, and Promotion of Tenured and Tenure-Track Faculty
- APS [980204](#), Performance Evaluation of Tenured Faculty (Post-Tenure Review)
- APS [820317](#), The Faculty Evaluation System of Tenured and Tenure-Track Faculty

Please note the following:

- Use a separate routing sheet for each set of tenure unit standards.
- Submit files in portable document format (PDF) only.
- Ensure the set of standards being submitted ***have been approved*** by the tenure unit ***and*** college dean.

Tenure Unit: School of Teaching and Learning

College/Unit:

- | | | | | |
|-------------------------------|---|-------------------------------|--------------------------------|------------------------------|
| <input type="checkbox"/> CAM | <input type="checkbox"/> COCJ | <input type="checkbox"/> CHSS | <input type="checkbox"/> COM | <input type="checkbox"/> NGL |
| <input type="checkbox"/> COBA | <input checked="" type="checkbox"/> COE | <input type="checkbox"/> COHS | <input type="checkbox"/> COSET | |

Standard:

- Promotion and Tenure Post-Tenure Review Faculty Evaluation System (FES)

Contact:

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Approved By:

Abbie Staunc

 Department Chair

Stacey Victor

 Stacey Victor (Dec 24, 2022 10:19 CST)
 College Dean

 Provost & Sr. VP for Academic Affairs

TENURE AND PROMOTION STANDARDS

School of Teaching and Learning Sam Houston State University

In order to maintain faculty performance and maintain acceptable standards in keeping with the mission of Sam Houston State University, the mission of the College of Education, and the mission of the School of Teaching and Learning, standards relating to post-tenure review are instituted. These standards are based upon Academic Policies 900417 and 980204 and are consistent with the categories and standards of performance evaluation of tenured faculty.

It is the belief of faculty in the School of Teaching and Learning that our mission is best accomplished in a culture of communication, collaboration, and teamwork. In order to realize our vision for quality programs and a dynamic and productive school, faculty must be visible and available to each other and to students. It is expected that tenured faculty will exhibit ownership and commitment to the school's mission, goals, and projects. Each faculty member is expected to attend (and contribute as appropriate) university, college, school, and program meetings and be available to students, faculty, and administration on a regular basis.

Each tenured faculty member is encouraged to utilize every resource and opportunity available to further their professional development. Emphasis should be placed on teaching, scholarly activity, and service. Faculty are responsible for accumulating and providing for review all pertinent documentation required by the School of Teaching and Learning, College of Education, and Sam Houston State University. Each faculty member is encouraged to accumulate additional documentation that can be used as an indication of their professional activities and contributions to the School of Teaching and Learning. As per College of Education guidelines, faculty will prepare an electronic review portfolio and address the areas of Teaching, Research and Scholarly Activity, and Professional Service.

GUIDELINES AND EXPECTATIONS FOR A TENURED FACULTY MEMBER

As a tenured associate professor or full professor, leadership in the department, college, and university A tenured faculty member should exhibit a strong performance in their work assignment, a history of leadership, and cooperation at multiple levels, and a likelihood of continuing excellence and achievement in the profession. Emphasis will continue to be placed on teaching, scholarly activity, and service.

A. Teaching

It is expected that the tenured faculty member will have IDEA scores commensurate of good teaching by demonstrating scores identified as good or excellent as indicated by IDEA's definition over the applicable review period. Faculty should strive for consistent or improved performance over time. Qualitative and quantitative evidence will be considered. Other activities/materials which are valued, but are not limited to, include:

1. Sustained evidence of teaching development and incorporation of new materials and technology where appropriate;

2. Evidence of involvement in the students' academic lives through informal mentoring, serving on thesis/capstone/dissertation committees or encouraging/supervising other student research projects;
3. Sustained record of participation in curriculum planning and development;
4. New courses developed;
5. Teaching overloads;
6. Assuming coordination of various coursework within the school;
7. Written documentation supporting the faculty member's contributions to a student(s) academic development, such as a letter from the Office of Student Life where graduates acknowledge the faculty who have a particularly important impact on their education, or faculty evaluation forms; and
8. Mentoring other faculty members, undergraduate and/or graduate students.

B. Research and Scholarly Activity

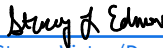
The School of Teaching and Learning tenured faculty members are expected to show a consistent level of scholarly activity. Activities/materials which are valued, but are not limited to, include:

1. Record of sustained scholarly activity as evidenced by activities such as publication of articles in peer-reviewed journals, publication of books, editorships, awards, or writing/receipt of grants/contracts;
2. Participation in professional organizations as evidenced by presentation of papers or other peer-reviewed scholarly activity;
3. An established agenda of research;
4. A leadership role in research and scholarly activity; and
5. Mentoring other faculty members, undergraduate and/or graduate students in research and scholarship.

C. Professional Service

Tenured faculty members are expected to participate and assume roles of leadership in professional service. Activities/materials which are valued, but are not limited to, include:

1. A sustained record of continuing service to the school, college, university, and profession;
2. Sustained leadership in service to the school and programs;
3. Assuming roles of leadership in professional international, national, regional, and/or state organizations;
4. Contributing to the profession by such activities as peer reviewing articles and/or conference proposals, leading research teams, organizing professional seminars and symposia, and mentoring junior faculty;
5. Serving as a committee member on doctoral student dissertations;
6. Serving as a committee member on master's thesis and/or capstone presentations;
7. Assisting with the recruitment and retention of students for programs;
8. Working actively in Academic Community Engagement courses; and
9. Working in a professional capacity or as a representative in the community.

APPROVED: 
[Stacey Victor \(Dec 24, 2022 10:19 CST\)](#)
Stacey L. Edmonson, Dean

DATED: _____

APPROVED: _____
Michael T. Stephenson, Provost and Senior
Vice-President

DATED: _____