

**TEXAS WOMAN'S UNIVERSITY**  
**Promotion and Tenure Criteria**  
**Department of English, Speech, and Foreign Languages**  
**Criteria for English and Rhetoric Faculty**

The Department of English, Speech, and Foreign Languages offers course work in four academic areas: English, Foreign Languages, Rhetoric, and Speech. Courses in Foreign Languages and Speech are at the undergraduate level. There is no degree program in Foreign Languages or Speech at this time. Faculty members teaching in the areas of Foreign Languages and Speech offer courses in support of degree programs outside their discipline, and have a separate set of promotion and tenure standards. Faculty in English and Rhetoric teach at the undergraduate, master's, and doctoral levels in the Department's BA, MA, MAT, and PhD programs. The faculty members in English, Foreign Languages, and Speech provide courses in support of many degrees across the University. The Department also offers minors for students majoring in other disciplines. The Department of ESFL offers courses from the developmental to the doctoral levels.

In considering faculty members in ESFL for promotion, peer reviewers and administrators at the various levels of review must note carefully the teaching assignments of each individual as well as the record in scholarship and service. All reviewers should also note the workloads of applicants for promotion in making recommendations.

Collegiality is demonstrated by ability to share ideas, to work cooperatively, and to participate in shared decision making with faculty in departmental meetings and committees, committee members on student advising and research committees, and other faculty. It also includes providing other faculty with professional support to carry out their work and developing professionally. Collegiality means professional cooperation with colleagues, rather than homogeneity of opinion that could interfere with academic freedom. Whenever the word "collegiality," or its cognates, appears below, the above definition will apply.

TEXAS WOMAN'S UNIVERSITY  
**University Standards**  
 Tenure Track Faculty

**TWU Requirements (General) (See Board of Regents Policy 5.06 for complete requirements)**

Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> <li>• Completion of appropriate terminal academic degree or its equivalent as defined by the academic unit.</li> <li>• Demonstration of current capability and desire for excellence in teaching, scholarship and service</li> <li>• Demonstrated potential for significant accomplishments in these three areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Normally, candidate will have served full time a minimum of 6 years at the rank of Assistant Professor at the college or university level and at least 2 years at TWU in that rank.</li> <li>• Demonstrated significant contributions in teaching, advising or other instructional activities; scholarship, research and/or other creative activities; and university, professional and public service.</li> </ul>	<ul style="list-style-type: none"> <li>• Normally, candidate will have completed at least 6 years as Associate Professor at the college or university level and served full time at least 4 years at TWU as Associate Professor.</li> <li>• Demonstration of continuous and sustained meritorious achievements beyond the level of Associate in the areas of teaching, advising or other instructional activities; scholarly research and/or other creative activities; and professional, university and public service.</li> <li>• Sustained records of exceptional quality will be demonstrated. Promotion to the rank of Professor is in recognition of attainment rather than <i>length of service</i>.</li> </ul>

<b>Department of English, Speech, and Foreign Languages Criteria – Tenure-track Faculty</b>		
<b>General Requirements for English and Rhetoric Faculty</b>		
Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> <li>• Possess the appropriate terminal degree for his or her field of specialization (ordinarily the Ph.D. in English, Rhetoric, Composition or another related field).</li> <li>• Demonstrate potential for high-quality professional performance in scholarship, teaching, and service during the probationary period.</li> </ul>	<ul style="list-style-type: none"> <li>• Initial appointment or promotion to the rank of Associate Professor shall be based upon a candidate's record of significant contributions in: (1) teaching, advising or other instructional activities; (2) scholarship, research and/or other creative activities; and (3) university, professional, and/or public service.</li> </ul>	<ul style="list-style-type: none"> <li>• Initial appointment or promotion to the rank of Professor shall be made only after a candidate has demonstrated continuous and sustained meritorious achievements beyond the level of Associate Professor commensurate with his/her assignments in areas of: (1) teaching, advising or other instructional activities; (2) scholarly research and/or other creative activities; and (3) professional, university and/or public service. Community service is optional.</li> <li>• The rank of Professor is the highest academic rank and is awarded only in cases of clear and sustained records of</li> </ul>

		exceptional quality. The rank is in recognition of attainment rather than length of service.
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**TEXAS WOMAN'S UNIVERSITY**  
**University Standards**  
Tenure Track Faculty

**TWU Requirements for Teaching (See Board of Regents Policy 5.06 for complete requirements)**

Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> <li>Candidate should demonstrate a current capability and desire for excellence in teaching, as well as potential for significant accomplishments in this area.</li> </ul>	Candidate must: <ul style="list-style-type: none"> <li>Demonstrate excellence in all aspects of teaching;</li> <li>Participate effectively in course development and evaluation;</li> <li>Obtain membership on the Graduate Faculty, in components with graduate programs.</li> </ul>	Candidate must: <ul style="list-style-type: none"> <li>Demonstrate excellence in all aspects of teaching;</li> <li>Demonstrate leadership in the development of academic programs;</li> <li>Maintain full membership on the Graduate Faculty, in components with graduate programs;</li> <li>Serve as a resource to other faculty.</li> </ul>

<b>Department of English, Speech, and Foreign Languages Criteria – Tenure Track Faculty</b>		
<b>Teaching Requirements for English and Rhetoric Faculty</b>		
Assistant Professor	Associate Professor	Professor
Candidate must: <ul style="list-style-type: none"> <li>Demonstrate expertise in one or more specific fields (ordinarily the Ph.D. in English, Rhetoric, Composition or another related field).</li> </ul>	Candidate must: <ul style="list-style-type: none"> <li>Demonstrate excellence in all aspects of teaching, both undergraduate and graduate levels, as the curriculum allows.</li> <li>Accept multiple preparations and large classes, if necessary, to meet departmental needs.</li> <li>Engage in curriculum development as needed, course enhancement/modifications, and/or on-going program evaluations.</li> <li>Advise and mentor students effectively and foster scholarly development of students.</li> <li>Attain outstanding or excellent student</li> </ul>	Candidate must: <ul style="list-style-type: none"> <li>Demonstrate expertise in all levels of the curriculum, undergraduate and graduate, and must share workload equitably.</li> <li>Demonstrate currency in content and pedagogy as the needs of the department and the nature of the discipline changes; provide evidence of growth in these areas.</li> <li>Exhibit leadership in assessing and revising curriculum development and development of new courses.</li> <li>Serve on graduate student advisory and/or research committees.</li> <li>Demonstrate flexibility in teaching assignments, evidence of growth in expertise.</li> <li>Obtain and maintain membership on the Graduate Faculty at the level of Full Graduate Faculty status.</li> </ul>

	<p>evaluations.</p> <ul style="list-style-type: none"> <li>• Obtain and maintain membership on the Graduate Faculty at the level of Associate Graduate Faculty status or higher.</li> <li>• Serve on graduate student advisory and/or research committees.</li> <li>• Engage in professional development designed to improve teaching, such as conferences or workshops.</li> <li>• Establish collegial, and often interdisciplinary, relationships to strengthen teaching. Actively support the academic endeavors of the department.</li> </ul>	<ul style="list-style-type: none"> <li>• Attain outstanding or excellent student evaluations.</li> <li>• Provide leadership in undergraduate and graduate programs (teaching, advising, and mentoring). Leadership involves showing initiative, accuracy, and accountability.</li> <li>• Provide leadership in mentoring junior faculty.</li> <li>• Provide clear evidence that the past and current level of activity will continue after promotion.</li> <li>• Demonstrate leadership in establishing and maintaining collegial, often interdisciplinary, relationships to strengthen teaching.</li> <li>• Provide leadership in supporting academic endeavors of the department.</li> <li>• Provide a record of successful direction of graduate research and mentoring of graduate students in scholarly and creative activities.</li> </ul>
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TEXAS WOMAN'S UNIVERSITY  
**University Standards**  
 Tenure Track Faculty

**TWU Requirements for Scholarship & Other Creative Activities (See Board of Regents Policy 5.06 for complete requirements)**

Assistant Professor	Associate Professor	Professor
<p>Candidate should demonstrate a current capability and desire for excellence in scholarship as well as potential for significant accomplishments in this area.</p>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Demonstrate excellence in research and creative activities;</li> <li>• Share the results of the scholarly work in peer reviewed forums;</li> <li>• Seek internal or external funding, as appropriate to the field.</li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Document a program of research and/or creative activities;</li> <li>• Serve as a research/creative mentor to colleagues/graduate students;</li> <li>• Seek and/or secure internal or external funding, as appropriate to the field;</li> <li>• Disseminate the results of scholarly work in peer reviewed forums.</li> </ul>

**Department of English, Speech, and Foreign Languages Criteria – Tenure-track Faculty  
 Scholarship and Other Creative Activity Requirements for English and Rhetoric Faculty**

Assistant Professor	Associate Professor	Professor
<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Provide evidence of potential for professional recognition in field of expertise.</li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Demonstrate excellence in research and creative activities.</li> <li>• Progress toward attainment of professional recognition as a scholar by presenting research in local, state, regional, national and/or international professional conferences; leading workshops or panels at such conferences also demonstrates scholarship.</li> <li>• Submit applications for internal or external grants.</li> <li>• Develop a program of scholarship/scholarly inquiry. Among the ways to document such a program are the following:           <ul style="list-style-type: none"> <li>▪ Produce some substantial</li> </ul> </li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Demonstrate an active record of publishing articles, book chapters, books, book reviews, or creative writing in peer-reviewed and/or esteemed presses -- several substantive pieces or equivalent (e.g., a book).</li> <li>• Establish professional recognition through publication and other scholarly or creative activity.</li> <li>• Document a program of research/scholarly inquiry.</li> <li>• Present research at major conferences in the candidate's area of expertise (e.g., NCTE, CCCC, MLA, RSA, SCMLA). A significant portion of this activity should be at the national and/or international level and should be peer-reviewed.</li> <li>• Provide leadership in establishing collegial, and often interdisciplinary, relationships to enhance scholarship.</li> <li>• Submit applications for internal or external grants.</li> </ul>

	<p>publications (e.g., scholarly articles, monographs, important contributions to critical or creative books, editions of literary works in peer-reviewed and/or esteemed presses).</p> <ul style="list-style-type: none"><li>▪ Maintain currency of scholarship in the candidate's academic area.</li><li>▪ Engage in professional development to enhance scholarship.</li><li>▪ Establish collegial, and often interdisciplinary, relationships to enhance scholarship.</li><li>▪ Submit proposals for research funding.</li><li>▪ Provide clear evidence that the past and current level of activity will continue after promotion.</li></ul>	<ul style="list-style-type: none"><li>• Provide clear evidence that the past and current level of activity will continue after promotion.</li></ul>
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TEXAS WOMAN'S UNIVERSITY  
**University Standards**  
 Tenure Track Faculty

**TWU Requirements for Service (See Board of Regents Policy 5.06 for complete requirements.)**

Assistant Professor	Associate Professor	Professor
<p>Candidate should demonstrate a current capability and desire for excellence in service as well as potential for significant accomplishments in this area.</p>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Contribute in a positive way to the mission of the component, college and university;</li> <li>• Demonstrate leadership within the component and college;</li> <li>• Participate in recruitment, advising, and mentoring of students;</li> <li>• Demonstrate active involvement in professional and/or community organizations.</li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Contribute in a positive way to the mission of the component, college and university;</li> <li>• Demonstrate leadership within the university;</li> <li>• Demonstrate leadership within professional and/or community organizations;</li> <li>• Serve as a mentor to students/student organizations.</li> </ul>

**Department of English, Speech, and Foreign Languages Criteria – Tenure-track Faculty**  
**Service Requirements for English and Rhetoric Faculty**

Assistant Professor	Associate Professor	Professor
<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Show capacity to participate in typical departmental functions connected to service, e.g., advising students.</li> <li>• Demonstrate willingness to serve the discipline and/or the community.</li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Provide active participation in service to the department, college, university, profession, and/or community. (Individuals who hold administrative appointments such as Director of the First-Year Writing Program, Director of the University Honors Program, Director of Graduate Studies, or Chair of ESFL may receive credit for their administrative service as well as their academic service to the department as long as they are consistently teaching, conducting and publishing research, and providing service within the department.)</li> <li>• Support departmental activities and</li> </ul>	<p>Candidate must:</p> <ul style="list-style-type: none"> <li>• Provide leadership and active participation in service to the department, college, university, profession, and/or community. (Individuals who hold administrative appointments such as Director of the First-Year Writing Program, Director of the University Honors Program, Director of Graduate Studies, or Chair of ESFL may receive credit for their administrative service as well as their academic service to the department as long as they are consistently teaching, conducting and publishing research, and providing service within the department.)</li> <li>• Provide leadership in recruitment, advising, and mentoring of students and/or student organizations.</li> <li>• Provide leadership in making a positive contribution to the mission of the department, college, and the University.</li> </ul>

	<p>organizations.</p> <ul style="list-style-type: none"> <li>• Serve as a mentor to students/student organizations.</li> <li>• Contribute positively to the mission of the department, college, and university.</li> <li>• Participate actively in recruitment, advising, and mentoring of students.</li> <li>• Establish collegial, and often interdisciplinary, relationships to strengthen professional service.</li> <li>• Provide clear evidence that the past and current level of activity will continue after promotion.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide leadership in establishing collegial, and often interdisciplinary, relationships.</li> <li>• Provide clear evidence that the past and current level of activity will continue after promotion.</li> </ul>
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ADDITIONAL DOCUMENT ON TENURE FOLLOWS ON SEPARATE PAGE.

**Tenure in the Department of English, Speech, and Foreign Languages for English and Rhetoric Faculty  
Texas Woman's University**

Although the tenure decision routinely coincides with the decision for promotion within the tenured ranks, there are occasions in which the tenure decision occurs in isolation from promotion to a higher rank. In these instances, the guidelines below are in effect:

**Criteria for Tenure for Associate Professor:**

The candidate must meet all of the standards required for promotion to Associate Professor as set forth by the Department of English, Speech, and Foreign Languages in the document "Promotion and Tenure Criteria." (See previous pages.)

In addition, the following criteria will be given special consideration:

The candidate must:

1. Demonstrate professional cooperation in the academic unit;
2. Provide evidence of continued productivity in teaching, scholarship, and service consistent with program needs, as well as the goals and mission of the Department of English, Speech, and Foreign Languages, and Texas Woman's University.

**Criteria for Tenure for Professor:**

The candidate must meet all of the criteria required for promotion to Associate Professor as set forth by the Department of English, Speech, and Foreign Languages in the document "Promotion and Tenure Criteria." (See previous pages.)

In addition, the following criteria will be given special consideration:

The candidate must:

1. Demonstrate professional cooperation in the academic unit;
2. Provide evidence of continued productivity in teaching, scholarship, and service consistent with program needs, as well as the goals and mission of the Department of English, Speech, and Foreign Languages, and Texas Woman's University.
3. Obtain and maintain Full Graduate Faculty status.

5/05/08 Approved by FEDC, University Promotion and Tenure Committee, and Provost