Outline

• Promotion overview
• Eligibility
• Benefits
• Position descriptions
• Scholarship
• Criteria for promotion
• Dossier development
• Process
Promotion

• Professor of Practice position has 2 possible promotions

  • Assistant Professor of Practice to Associate Professor of Practice
  • Associate Professor of Practice to Professor of Practice
Promotion

• Promotions are **based on merit** not years of service.

• Candidates for promotion will be evaluated objectively for evidence of excellence in their performance of assigned duties and in their scholarship or creative activity.

• Each of these responsibilities will be documented in the dossier.

• Faculty Handbook, Promotion and Tenure Guidelines provides detailed guidance on criteria, evaluations and process.
  • Take the time to read through this document!
2015 Addition to OSU Criteria for Promotion

• Oregon State University is committed to maintaining and enhancing its collaborative and inclusive community that strives for equity and equal opportunity.
• All faculty members are responsible for helping to ensure that these goals are achieved.
Eligibility

• Professor of Practice promotions are expected to be on the same schedule as tenure-track faculty
  • In year 6 for 1st promotion (start process in yr 5)
    • But, no tenure clock
  • Typically, after at least 4 years in rank for promotion to Professor
    • This is based on establishing a record of distinction and usually takes 5-8 yrs for tenure track faculty to be ready.
Benefits of Promotion

• 10% salary increase starting with next fiscal year
• Minimum of 2-year rolling contract
Position Descriptions

• All academic employees must have a position description that describes their current duties on file in the department.
• The PD creates a common level of expectation between the individual employee, his or her supervisor, and any other group asked to evaluate the employee’s performance.
Position Descriptions

• See “Guidelines for Position Descriptions for Academic Employees”

• Clarity around assigned duties, scholarship and service expectations (Including equity, inclusiveness, and diversity and student success elements).

• The allocation of effort assigned to various duties (including service) should be specified as a percent of FTE, and should add up to 100%.

• PoPs have 5-15% scholarship.
Scholarship & Creative Activity

- Scholarship and creative activity are understood to be intellectual work whose significance is validated by peers and which is communicated.
- Intellectual work in research, teaching, extension, service, or other assignments is scholarship if it is shared with peers in journals, in formal peer-reviewed presentations at professional meetings, or in comparable peer-evaluated forums.
- In certain positions, seeking competitive grants and contracts is an essential responsibility, and success in this endeavor—particularly when the grants are highly competitive and peer-reviewed—is a component of achievement in scholarship.
Scholarship & Creative Activity

• Derived from many activities, including but not limited to:
  • Research contributing to a body of knowledge;
  • Development of new technologies, materials, methods, or educational approaches;
  • Integration of knowledge or technology leading to new interpretations or applications;
  • Work on steering committees, funding agency panels and editorships where the outcome is a fundamental change in the field’s direction.
Forms of Scholarship for PoP

• Emphasis is placed on peer recognition as a professional practitioner in community settings = engaged scholarship.
  • Peer recognition takes many forms.
  • Publication in peer-reviewed journals
  • Description and evaluation of novel community-based professional practice or research application, program development and innovation, outcomes of innovative programs and/or services, definitive professional practice reviews, or case reports among others.
• Authorship of extension publications, local or regional “practice” publications, book chapters, videotapes, other educational materials and electronic information delivery media = PACE
  • If it is peer reviewed before dissemination
  • Or show evidence of adoption and use by peers
Forms of Scholarship for PoP

- Invited presentations, poster and podium presentations, and published abstracts at state and national levels – with evidence of peer validation
- Documented impact due to local or regional adoption of practices developed through research activities
- Advising government agencies, industry, or professional groups
- Authorship of a patent in the faculty member’s field
- Honorary degrees, awards recognizing community, professional and/or scientific achievements, and fellowship in national professional and/or scientific organizations are considered as evidence of peer recognition.
Mid-term Reviews

• Conducted at year 3
• Follows same process as the formal promotion process
  • Except:
    • No external reviews
    • Review stops at dean’s office
• Intended to give input on candidates trajectory for a successful outcome in 2 more years.
Criteria for Promotion

• Expected to demonstrate a balance of accomplishment and competence in community-related practice, teaching and educational development, scholarship, and service to the institution and profession.
• They should be knowledgeable in their field and establish a local, regional or national reputation as making significant contributions appropriate to the rank and discipline.
• See faculty handbook for a discussion of evaluating criteria:

https://facultyaffairs.oregonstate.edu/faculty-handbook/promotion-and-tenure-guidelines#Practice
Criteria for Promotion from Assistant to Associate Professor

- Demonstrated effectiveness in teaching, advising, service, and other assigned duties;
- Achievement in scholarship and creative activity that establishes the individual as a significant contributor to the field or profession, with potential for distinction;
- Appropriate balance of institutional and professional service.
Criteria for Promotion from Associate Professor to Professor

• Distinction in teaching, advising, service, or other assigned duties, as evident in continuing development and sustained effectiveness in these areas, new and innovative teaching, curricular development, awards and recognition;
• Distinction in scholarship, as evident in the candidate's wide recognition and significant contributions to the field or profession;
• Exemplary institutional and professional service, and an appropriate balance between the two.
Dossier Development

• Familiarize yourself with OSU’s format for dossiers
• Use Digital Measures
• Get started early keeping track of activities evaluations
Dossier Development

Dossier preparation guidelines:
https://facultyaffairs.oregonstate.edu/faculty-handbook/promotion-and-tenure-guidelines#dossier

CAS example CV for dossier:
https://agsci.oregonstate.edu/sites/agscid7/files/cv_template_cas_version_053118.pdf

• This example is for tenure track faculty, but contains all the parts
• See your department head for recent example
Dossier Components

1. Cover page—name, department and action requested
2. Form A—provides details of appointment, and a list of components.
   • Your unit Administrative Manager usually completes this
3. Confidentiality Waiver (optional)
4. Position Description(s)
5. Candidate’s Statement
   • 3-page max
   • Like a letter of application
   • Suggest you organize it relative to the criteria for promotion or major duties in your PD
Dossier Components continued

6. Student or Client Letter of Evaluation
7. Peer Review of Teaching
8. Department P&T Committee Letter
7. Department Head Letter
8. Letter from Other Supervisors
9. College P&T Committee Letter
10. Dean’s Letter
11. CV—see examples noted earlier
12. Letters of Evaluation
13. Candidate’s Statement of Completeness
Process

1. Starts in spring the year before the decision
   • Each department has its own schedule—ask department head
   • Need recent peer teaching review
   • Candidate assembles dossier—department head responsible for ensuring it meets standards
2. Candidate submits names of external reviewers (more on this next)
3. Dossier is sent to external evaluators (summer)
4. Department P&T and department head letters due to dean’s office in December
Process continued

6. College P&T and dean’s letter due to Provost in early February
7. Candidates informed of promotion decisions in late April to mid-May
8. Provost hosts a reception near end of spring term—Yahoo!
9. Process provides for rebuttals
Process continued
Client Input

• Usually a survey is conducted, but could solicit letters
• \(\frac{1}{2}\) names provided by the candidate
• A committee should summarize the input
Process continued--Peer Teaching Review

- Follows college or department guidelines
- Faculty should be collecting at least 1 peer teaching review per year.
- Department committee reviews input from individual PTRs and compiles a summary for the promotion reviewers (P&T Committee and External Reviewers).
  - Faculty with at least 0.25 FTE in Extension should get at least 3 CETs per year to assess teaching effectiveness. These should be input into Digital Measures (see Community Evaluation of Teaching).
Process continued
External Evaluations

- Minimum of 6 letters of evaluation from outside the unit
- Candidate provides at least 3 names, no more than half
- Evaluators must be at or above rank you are seeking
- Well known Extension faculty or university administrators in discipline are best external evaluators
- Avoid Conflicts of Interest
  - Co-teachers
  - Co-authors
  - Collaborators
Digital Measures

• Each faculty member has a secure profile in Digital Measures into which you enter your efforts and accomplishments.

• Used as your institutional repository for accomplishments.
  • Allows administrators to know what you are doing.

• Courses taught and Community Evaluation of Teaching records are automatically entered into appropriate faculty profiles in Digital Measures at the end of each term.

• You will need to edit to shorten the impact statements you entered into DM for inclusion in your CV.
Questions/Comments?