

**TENURE AND PROMOTION CRITERIA**  
**FOR THE DEPARTMENT OF GEOLOGICAL SCIENCES**

The Department of Geological Sciences has established the following guidelines, which will be used in evaluation of a faculty member for promotion and/or tenure. Candidates are also referred to the University of South Carolina Faculty Manual for further information, including procedural guidelines and general qualifications for each rank.

**I. Tenure at Assistant and Associate Professor and/or Promotion to Associate Professor**

**General.** The Department of Geological Sciences is striving to enhance its national reputation in research. Therefore, it is essential that research excellence in junior faculty be stressed. In consideration for tenure and promotion to associate professor, greater weight must be assigned to the research record of the faculty member relative to teaching or service. The candidate for tenure and promotion should demonstrate (1) substantial accomplishment in research and productive scholarship, (2) commitment to teaching and effectiveness as a teacher, and (3) effective participation in the necessary service functions of the department, college, and/or university.

**Research and Productive Scholarship.** Knowledge is generated through original research and productive scholarship. Original research is defined as expanding the understanding of nature through observation and experimentation. Productive scholarship is defined as the systemization of knowledge and the construction of theory. Candidates for tenure and/or promotion to Associate Professor in the Department of Geological Sciences are expected to be skilled as researchers and/or productive scholars. The candidate must demonstrate a commitment to continued scholarship as evidenced by a research program that is based on the candidate's own initiative and that has advanced significantly beyond, or is independent of, dissertation and postdoctoral

research accomplishments. Competence in research and productive scholarship is ultimately measured by the contribution made to the body of scientific knowledge.

**Required Criteria:**

1. The candidate must present a record of original research or scholarship in recognized, peer-reviewed publications of national or international scope. Evaluation will be based on the candidate's entire professional record, but will emphasize accomplishments since joining the University of South Carolina. Whereas the research publication record should be judged by quality, and not necessarily on the number of articles, a publication rate exceeding one per year is expected for candidates for tenure and/or promotion to Associate Professor.
2. There must be an independent assessment of the significance and quality of the published research. This is obtained through external peer review letters. The overall external review must be construed as positive. Other relevant information may supplement this assessment.
3. The candidate must demonstrate the ability to sustain a high quality research program. Research programs require effective management, appropriate personnel and material resources. While these factors may vary depending upon the nature of the research, generation of adequate funding through external grants or contracts from government, industrial, or private sources, sufficient to accomplish the research objectives, is expected.

**Additional, but not requisite, evidence of research and scholarly activity:**

1. Publications in books and articles in regional journals, proceedings of meetings or elsewhere, as well as maps and field guides.
2. Presentations at scientific or professional meetings, and the publication of abstracts.
3. Presentation of research seminars, particularly at other institutions or by invitation.
4. Research-related activities such as reviewing grants, refereeing papers, organizing symposia, etc.
5. Editorships of journals, participation by invitation in steering committees and/or review panels of national or international scientific organizations, societies, or funding agencies, and other activities that are evidence of a respected research program.

6. Supervision of students (at any level) in research-related activities.

**Teaching and Educational Activity.** The transmission of knowledge in a university is accomplished through formal teaching and other means of communication. Candidates for tenure and/or promotion to Associate Professor are expected to have effectively taught in the all three teaching instructional areas of the department: 1) Introductory courses (100-200 level); 2) Courses for undergraduate science majors (300-600 level); and 3) Courses for graduate students (700-800 level).

**Required Criteria:**

1. The candidate must demonstrate proficient formal course teaching. Peer reviews of teaching, letters from former students, and teaching portfolios may be used as evidence for effective teaching. Student evaluation of teaching is also employed as evidence of teaching effectiveness, but should be considered relative to other courses of similar size, level, and audience taught by other departmental faculty. Continued efforts to improve teaching effectiveness are essential.
2. Candidates must be effectively involved in graduate student research training as MS thesis advisor and/or PhD dissertation advisor.

Additional but not requisite, evidence of instruction-related activity include:

1. Participation in course organization and curriculum development.
2. Organization of programs to improve the quality of undergraduate and/or graduate instruction, particularly when externally funded.
3. Authorship or development of instructional books, manuals, audio/visual aids, Internet-based and/or computer-based instructional materials, etc.
4. Second readership on MS theses and PhD dissertations.
5. Organization of and/or participation in formal and informal departmental seminars, student clubs or field trips, etc.
6. Direction of undergraduate independent study, senior thesis, or research.

7. Direction of graduate teaching assistants.
8. Organization of and/or participation in Outreach efforts for K-12 students and teachers.
9. Contributions to the South Carolina Honors College educational activities.

**Service.** Certain administrative and community service functions are essential in any academic setting. Faculty are expected to serve effectively in these activities as necessary and as requested. Among these activities are service on departmental, college and University committees, service on the faculty senate, participation in student advisement, presentation of professional talks and other services in the community. While these activities are of secondary importance in the overall performance of junior faculty, willing service contributes to a positive recommendation for tenure and promotion.

## II. **Promotion to Full Professor or Tenure at the Professorial Rank**

**General.** The rank of Professor in the Department of Geological Sciences is awarded to those faculty who have achieved a significant level of academic stature and accomplishment worthy of general acknowledgment among professional peers at the national and international level. A Professor is expected to enjoy the respect of colleagues in a specific discipline and to be an active leader in his/her field of research. The Full Professor, by virtue of his/her experience and skill, will be evaluated on the basis of a combined record in the areas of research accomplishment, teaching effectiveness and service performance. The candidate must demonstrate substantial achievement in research and in at least one other area. His/her performance in the third area must be acceptable. Evaluation of the candidate will be on the entire professional record, but will emphasize performance since promotion to (or appointment at) Associate Professor.

**Research and Productive Scholarship.** The candidate for promotion to Full Professor is expected to meet the following criteria:

1. The candidate must present a substantial record of original research or scholarship in recognized, peer-reviewed publications of national or international scope.

2. There must be an independent assessment of the significance and quality of the published research. This is obtained through external peer review letters. The overall external review must be construed as positive. Other relevant information may supplement this assessment.
3. The candidate must demonstrate the ability to sustain a high quality externally-funded research program. Evidence should include a continuous, consistent, record of seeking external funding for the candidate's program sufficiently frequent success to support the materials and personnel needed for the program.

Additionally, the candidate is expected to have attained national recognition and a favorable reputation among peers within a special area of research and scholarship. From among the following evidences of research recognition, several should be offered by the candidate. Other evidences may also be provided.

1. Invitations to present special seminars, lectures or addresses.
2. Invitations to contribute to symposia.
3. Authorship of review articles.
4. Authorship and/or editorship of books or monographs.
5. Invitations to referee or review professional literature or grant proposals.
6. Awards or special recognition for research accomplishments.
7. Receipt of career development awards, senior faculty fellowships or grants.
8. Invitations to serve on grant review panels.

**Teaching.** Attainment of Full Professor rank assumes ability to teach effectively at the university level. Candidates for promotion to Full Professor are expected to have effectively taught in all three teaching instructional areas of the department: 1) Introductory courses (100-200 level); 2) Courses for undergraduate science majors (300-600 level); and 3) Courses for graduate students (700-800 level). In order to demonstrate substantial achievement in teaching, the candidate must offer evidence of several of the following, or similar, achievements:

1. Skill as a teacher. Peer reviews of teaching, letters from former students and teaching portfolios may be used as evidence to demonstrate this skill. Student evaluation of teaching is also employed as evidence of teaching effectiveness, but should be considered relative to other courses of similar size, level, and audience taught by other departmental faculty. Development of textbooks or other published instructional materials, Internet-based and/or computer-based instructional materials.
2. A consistent record of successfully directing graduate students.
3. A consistent record of successfully directing undergraduate student research.
4. Organization of training programs to improve the quality of K-12 teaching, particularly when externally funded.
5. Organization of programs to improve the quality of undergraduate and/or graduate instruction, particularly when externally funded.
6. Receipt of awards or recognition for teaching excellence.

**Service.** The senior faculty membership is expected to provide leadership through service within the university, the state and local community, and the scientific community at large. The candidate for promotion to professorial rank should present a record of noteworthy service that demonstrates a willingness and ability to consistently and effectively contribute expertise in the university, community and scientific realms. Appropriate examples of service commensurate with professorial rank are:

Within the University...

1. Appointments or elections to chair or other offices of university-wide committees or service in the Faculty Senate.
2. Active leadership within the department, such as heading search committees, engaging in special projects, undertaking

administrative functions, organizing professional meetings, and conducting in-depth studies.

3.Appointment to and effective performance in compensated administrative posts within the department, college or university. However, in no instance will promotion to full professorship be based primarily upon administrative service or position.

Within the community...

- 1.Service on public advisory panels, boards or workshops.
- 2.Election to office or other special recognition by civic organizations.
- 3.Consulting service, whether compensated or not.
- 4.Professional service to media as a scientific consultant, or broadcast or telecast participant.
- 5.Public educational activities.

Within the scientific community...

- 1.Editorship of journals.
- 2.Officerships in professional organizations.
- 3.Service on grant panels or editorial review boards.
- 4.Organization of symposia, conferences, etc.
- 5.Consultation.

Approved by the tenured faculty of the  
Department of Geological Sciences on 17 December 1998.