



## **Department of Agricultural Leadership, Education, and Communication Criteria and Process for Promotion and Tenure**

The Department of Agricultural Leadership, Education, and Communication (ALEC) offers multi-disciplinary teaching, research, and outreach programs aimed at developing and supporting professionals for leadership, teaching, and communication careers in agricultural and environmental fields; as such, ALEC is an interdisciplinary department. Faculty in the department represent five unique disciplines (areas of expertise), including (1) Agricultural Education, (2) Agricultural Communication, (3) Environmental Education, (4) Interdisciplinary and International Education, and (5) Leadership Education. While faculty have primary responsibilities in one of these disciplines, integration and collaboration with faculty in similar areas inside and outside of the department is encouraged.

### **University of Georgia Guidelines for Appointment, Promotion, and Tenure**

In all matters related to promotion and tenure, the Department of Agricultural Leadership, Education, and Communication will carefully adhere to the University of Georgia Guidelines for Appointment, Promotion and Tenure (<http://provost.uga.edu/index.php/policies/appointment-promotion-and-tenure>). The standards, criteria, and processes presented in this document are intended to supplement and/or extend the University Guidelines. All faculty are expected to be familiar with both this Promotion and Tenure Unit (PTU) document and the University Guidelines. If any inconsistency or discrepancy is found in this document or if this PTU document does not address a certain issue, the University's Guidelines will supersede this document.

### **Annual Evaluations and Third Year Review**

The processes and procedures for Annual Evaluations and Third-Year Reviews of candidates follow the University Guidelines as stated in the Guidelines for Appointment, Promotion, and Tenure document.

### **ALEC Department Criteria for Promotion and Tenure**

The general criteria for tenure and the ranks of Assistant Professor, Associate Professor, and Professor are stated in the University Guidelines. Acceptable documentation for meeting the criteria for Research, Teaching, and Extension/Outreach are listed in the University Guidelines. The extent to which the candidate is required to meet Research/Instruction/Extension criteria will be consistent with the candidate's appointment.

## Research Accomplishments

### Criteria for promotion from Assistant to Associate Professor that must be satisfied to provide clear and convincing evidence of emerging stature as a regional or national authority:

1. Contribute innovative knowledge in the candidate's area of expertise.
2. Publish research in refereed scientific journals of national or international significance that are in the top 50% of journals related to the candidate's area of expertise.
3. Author books, parts of books, reviews, book reviews, monographs, bulletins, and other discipline-specific publications.
4. Demonstrate success in obtaining sustainable extramural support for independent or collaborative research.
5. Demonstrate effective leadership in developing a research program from initiation to completion of projects.
6. Successful mentoring of graduate student research projects as documented through completed theses/dissertations and peer-reviewed publications co-authored with graduate students.
7. Collaborate effectively with other faculty (internally and externally) for enhancing creative endeavors as documented through cooperative publications and funding opportunities.
8. Receive national recognition of research accomplishments in the candidate's area of expertise (e.g., professional awards, invited presentations, manuscript review activities, recognitions within professional societies related to research, etc.).

### Criteria for Tenure

1. All criteria listed above in this category.
2. Continue satisfying the needs of the department within the candidate's area of specific research expertise.

### Criteria for promotion from Associate to Professor that must be satisfied to provide clear and convincing evidence of stature as a regional or national authority:

1. Demonstrate significant and innovative contributions to knowledge in the candidate's area of expertise since promotion to Associate Professor.
2. Demonstrate leadership of a developed, sustainable research program supported by external funding.
3. Publish in refereed scientific journals of national and international significance that are in the top 50% of ALEC-related journals.
4. Provide successful leadership in collaborative research efforts within ALEC and beyond. This could include collaboration with junior faculty as demonstrated by serving as a co-PI or co-author.
5. Receive recognition as a research leader at the national or international level in the area of the candidate's expertise (e.g., awards, invited presentations, manuscript review activities, recognitions within professional societies related to research, invitations to serve on funding review panels, service on editorial boards, evidence of highly influential articles, etc.).

Examples of ALEC Related Journals (not a comprehensive list):

1. Journal of Agricultural Education
2. Journal of Applied Communications
3. Journal of Applied Environmental Education and Communication
4. Journal of International Agricultural and Extension Education
5. North American Colleges & Teachers of Agriculture Journal
6. Journal of Extension
7. Journal of Leadership Education

**Teaching Accomplishments**

Criteria for Promotion from Assistant to Associate Professor that must be satisfied to provide clear and convincing evidence of emerging stature as a regional or national authority as a teacher:

1. Develop new courses or significantly revise established courses.
2. Implement innovations in teaching delivery and their dissemination.
3. Engage students in the learning process, resulting in significant impacts on students' lives.
4. Develop and implement a teaching philosophy appropriate to disciplinary course(s).
5. Develop a teaching portfolio that documents the instructor's teaching style, approach, as well as his/her improvement in response to student evaluations, peer evaluations and self-evaluations of teaching, as well as the connection between the courses taught by the instructor and other courses taught in the department. The portfolio should demonstrate effectiveness in conveying core concepts, ensuring that learning outcomes are achieved in assigned courses, and enthusiasm for the subject matter.
6. Obtain campus-wide, regional, or national recognition for innovative teaching.
7. Promote student professional development via internships, participation in student clubs or organizations, job placement, and acceptance into graduate school/further study.
8. Participate in recruitment and retention of graduate and undergraduate students.
9. Effectively advise and mentor graduate and undergraduate students in coursework, meeting degree requirements, and undergraduate/graduate research.

Criteria for Tenure

1. All criteria listed above in this category.
2. Continue satisfying the needs of the department within the candidate's area of specific teaching expertise.

Criteria for Promotion from Associate to Professor that must be satisfied to provide clear and convincing evidence of stature as a regional or national authority:

1. The same as for promotion to Associate Professor.
2. Participate in professional society activities related to the improvement of ALEC education (e.g., professional development related to the scholarship of teaching and learning).
3. Demonstrate achievement and leadership in instructional activities such as contributing significantly to program review and improvement, and mentoring/advising junior faculty with teaching appointments.

## **Extension and Outreach Accomplishments**

### Criteria for Promotion from Assistant to Associate Professor that must be satisfied to provide clear and convincing evidence of emerging stature as a regional or national authority:

1. Demonstrate leadership and technical ability in developing innovative ALEC Extension and outreach activities that are based on societal and/or Extension Agent/stakeholder needs and in line with the candidate's area of expertise.
2. Develop Internet-based media, social media, broadcast media, extension bulletins, fact-sheets, and/or newsletters that address emerging needs of the candidate's stakeholder base.
3. Develop and coordinate high impact programming to include workshops or short courses in the candidate's area of expertise.
4. Develop a niche of expertise that is recognized by the candidate's stakeholder base and provides the candidate a solid academic reputation with a relevant societal or Extension-related audience.
5. Receive state and regional recognition of emerging stature in Extension and outreach programming with application in the ALEC disciplines (e.g., awards, invited presentations, manuscript review activities, recognitions within professional societies related to outreach, etc.).

### Criteria for Tenure

1. All criteria listed above in this category.
2. Continue satisfying the needs of the department for the specific Extension and outreach expertise of the candidate.

### Promotion from Associate Professor to Professor that must be satisfied to provide clear and convincing evidence of stature as a regional or national authority:

1. Establish and sustain Extension and outreach activities for a specific ALEC clientele-base with national or international stature.
2. Demonstrate that Extension, outreach, and service activities have achieved national and/or international recognition and will be maintained at this stature (e.g., awards, invited presentations, invitations to provide relevant programs in other states and regions, recognitions within professional societies related to outreach, invitations to serve on funding review panels, service on editorial boards, evidence of high impact Extension and outreach activities and articles, etc.).

This document and discipline-specific criteria must be accepted by the faculty within the Department of Agricultural Leadership, Education and Communication, and must be reviewed and approved by the Dean of the College and the Senior Vice President for Academic Affairs and Provost. New faculty members must be provided with this PTU document and University Guidelines. In addition, any changes or updates to this PTU document must be approved by the faculty, Dean and the Provost. All revisions and approval dates must be listed in the PTU document.

Approved by the ALEC tenure-track faculty June 1, 2015

Approved by the Dean of the College of Agricultural and Environmental Sciences August 30, 2015

Approved by the Provost August 31, 2015