

Department of Geography
Promotion and Tenure Guidelines
Approved: June 8, 2015

1. Preamble

Geography is a broad discipline that spans the humanities and social and physical sciences. There are three major areas of geographic research: human geography, physical geography, and geographic techniques. In addition, faculty members may engage in pedagogical research, which encompasses scholarship on teaching and learning in Geography. Human geography focuses on the examination of the spatial dimensions of societal dynamics, and includes the study of urban, economic, environmental, population, cultural, political, and other issues. Physical geography has three main sub-fields: geomorphology, climatology, and biogeography. In addition, physical geographers often interact to study hydrology and environmental change. The area of geographic techniques includes remote sensing, air photo analysis, photogrammetry, geographic information science (GIS), spatial multivariate statistics, and cartography. Given the diversity of the discipline, these guidelines are of necessity general and are intended to provide guidance on the relative merit of activities in the three main areas of geographic research. Specifically, they attempt to clarify from a Geography standpoint the expectations of teaching, research, and service required for promotion and/or tenure in this unit.

The Department of Geography, in all matters related to third-year review, promotion and tenure (P&T), will follow and adhere to the *University of Georgia Guidelines for Appointment, Promotion and Tenure* (“University Guidelines”). Geography-specific guidelines are intended to supplement and/or extend the University’s criteria and provide information on how third-year review, promotion and tenure will be handled in this unit. Issues not addressed in the unit-specific guidelines can be answered by referring to the university guidelines. University Guidelines will supersede any inconsistencies or discrepancies in this document.

2. Criteria for Ranks

University Guidelines state the following criteria for promotion to Associate Professor with tenure and promotion to Professor:

Promotion to Associate Professor: *Candidates must show clear and convincing evidence of emerging stature as regional and national authorities unless their work assignments are specifically at the local or state level.*

Promotion to Professor: *Candidates must show clear and convincing evidence of high levels of attainment in the criteria appropriate to their work assignments and the missions of their units. Unless the candidates’ assignments are specifically regional, they should demonstrate national or international recognition in their fields and the likelihood of maintaining that stature.*

Faculty in the Department of Geography are assigned responsibilities in three broad areas: (1) research and scholarship, (2) teaching, and (3) service to the department, the university, the profession, and society. We expect a balanced record of achievement between these areas. The particular importance within P&T considerations of these responsibilities will vary based on the nature of the faculty assignment. With regard to research achievements, we will place greatest importance on the overall quality of the record and the national/international standing of the candidate. The substantive focus of the faculty member's research will determine whether the candidate will be reviewed by the Franklin College Physical and Mathematical Sciences Division or the Social and Behavioral Sciences Division. A preliminary decision of the particular P&T review committee will occur as part of the third-year review.

a. Contributions to Teaching

We expect candidates to be effective teachers and will evaluate effectiveness in one or more of the following areas: student learning, improvements in the learning environment, and curriculum development. Candidates can demonstrate effective teaching through positive peer reviews, positive student evaluations, pedagogical grants, pedagogical publications (e.g., journal articles and book chapters), textbooks, curriculum development, and extracurricular student guidance.

We expect candidates to participate in the graduate program by teaching graduate-level courses and serving as major professor and/or on graduate advisory committees. Further, we view supervision of a large number of graduate students and collaboration with students on publications as positive indications of engagement within the graduate program.

Candidates whose record reflects difficulty in teaching graduate and/or undergraduate students must be able to document steps they have taken to correct these problems, and the record must reflect, in the form of student evaluations, peer evaluations, and other means, that significant improvement has occurred.

For candidates with appointments weighted toward instruction, the expectations for P&T will be proportional to the appointment. For promotion to Associate Professor with tenure, we expect candidates to show evidence of an emerging record of recognition for excellence in teaching. Candidates can demonstrate excellence in teaching via one or more of the following areas: significant curriculum enhancements or innovations; publications (journal articles, book chapters, and textbooks) and presentations related to teaching; involvement in professional organizations related to education; and awards related to teaching. We expect candidates for promotion to Professor to show evidence of a record of recognition for excellence in teaching. Candidates can demonstrate excellence in teaching via one or more of the following areas: significant curriculum enhancements or innovations; publications (journal articles, book chapters, and textbooks) and presentations related to teaching; involvement in professional organizations related to education; and awards related to teaching.

b. Contributions to Research and Other Creative Activities

Given the diversity of scholarly traditions and models in Geography, candidates will be evaluated based on the sum of their contributions to the discipline. Two exemplars are given below. In both exemplars, we consider reviewed publications as those that are either editor or peer-reviewed.

Exemplar 1: This exemplar emphasizes reviewed journal articles and book chapters. While viewed as a positive sign of engagement within the discipline, publications such as book reviews, conference proceedings, and encyclopedia entries do not substitute for reviewed publications.

We expect candidates for promotion to Associate Professor with tenure to have 10 reviewed publications by the end of the probationary period, with a majority published as journal articles. We expect at least three quarters of the articles to be published in journals with national or international recognition and at least four publications as lead or solo author. Fewer than 10 publications will be accepted when it can be demonstrated that the published research is of extraordinary quality and significance to the field. Significant and extraordinary quality scholarship is indicated by publication in flagship journals and high citation rates relative to the candidate's sub-field.

We expect candidates for promotion to Professor to have published at a rate of two reviewed publications per year over a five-year period while in rank, for a total of 10 post-tenure publications and a total body of at least 20 publications. While in rank, we expect the majority of publications as articles, at least three quarters of the articles to be published in journals with national or international recognition, and at least some publications as lead or solo author. A lower rate of publication will be accepted when it can be demonstrated that the published research is of extraordinary quality and significance to the field. Significant and extraordinary quality scholarship is indicated by publication in flagship journals and high citation rates relative to the candidate's sub-field.

Exemplar 2: In this exemplar, a scholarly book is the principal outlet for original research. We expect candidates for promotion to Associate Professor with tenure to publish a research monograph in a recognized university, scholarly, or commercial press on a topic significant in the field of Geography. While seen as less significant toward P&T, co-authored books will also be considered. We also expect that candidates produce at least five reviewed publications at least three published as journal articles. At least two of the three articles should be published in national or international journals. Fewer than five publications will be accepted when it can be demonstrated that the research monograph is of extraordinary quality and significance to the field. Significant and extraordinary quality scholarship is indicated by publication in excellent presses, superb reviews, or high citation rates relative to the candidate's sub-field.

For promotion to Professor, we expect that candidates publish while in rank a research monograph in a recognized university, scholarly, or commercial press on a topic significant in the field of Geography. While seen as less significant toward P&T, co-authored books will also be considered. We also expect that candidates produce at least five reviewed publications with at least three published as journal articles. At least two of

the three articles should be published in national or international journals. A lower rate of publications will be accepted when it can be demonstrated that the research monograph is of extraordinary quality and significance to the field. Significant and extraordinary quality scholarship is indicated by publication in excellent presses, superb reviews, or high citation rates relative to the candidate's sub-field.

Beyond published scholarship as indicated in Exemplars 1 and 2, evidence of national or international standing within the discipline will include a combination of one or more of the following activities that are tailored to the candidate's sub-discipline: securing extramural funding such as research and pedagogical grants, contracts, and fellowships; citations and awards; invitations to provide scholarly presentations; prominent public scholarship; expert testimony at national and international forums; prominent professional service (e.g. editor or editorial board member of a journal, president of a professional organization, chair or board member of a specialty group within a professional society); and editing a scholarly book or special journal volume.

c. Contributions to Service

Faculty members are expected to contribute to Geography Department needs by serving on departmental committees and contributing time when this is needed. It is considered beyond normal expectations to serve on College and University committees, as members of the University Council or Franklin College Senate, and especially service as chairs of departmental, college, or university committees, or as directors of centers or study abroad programs.

Public service is an expectation of some faculty appointments. For candidates whose appointments include service, the expectations for P&T will be proportional to the appointment. Evidence includes activities such as collaborative research with community groups, non-scholarly publications and media appearances related to public education, and development of service-learning opportunities. The time involved in such activities, and the prestige such activities bring to Geography and UGA, should be considered when assessing a candidate's contribution to service in regard to P&T.

3. Advising and Mentoring of Candidates for Promotion

At time of appointment, new faculty members will be given a copy of both the Geography and University Guidelines for promotion and tenure. All faculty members are expected to be familiar with both this Promotion and Tenure Unit (PTU) document and the University Guidelines. Faculty members will sign a letter acknowledging receipt and understanding of these guidelines. Also, within the written annual faculty performance evaluation, the department head will provide advice to faculty below the rank of professor on their progress toward promotion. The evaluation will include specific guidance as to what the faculty member must do in the areas of teaching, research, and service as defined in this document for promotion to the next rank and for tenure, if appropriate. Finally, new faculty members will be encouraged to identify one or more senior departmental colleagues to serve as mentors.

4. Third-Year Review and Preliminary Consideration for P&T

The department will conduct a formal review of tenure-track faculty during the sixth semester (not including summer semesters) of their service. The review will be conducted in accordance with Article IX of the Department of Geography Bylaws and the University Guidelines. Preliminary consideration for promotion and tenure will follow procedures in the University Guidelines.

5. Annual Reviews

The department will conduct annual reviews in accordance with University Guidelines.

6. Process of Revising and/or Updating the PTU Document

This document and discipline-specific criteria must be accepted by the faculty within the Department of Geography, 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 the 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. This document will take effect in Fall 2015.