

## **Minimum Expectations for Promotion and Tenure in the Department of Management & Management Information Systems**

The Department of Management & Management Information Systems affirms the University and College of Business policy that a candidate for tenure and/ or promotion should demonstrate competence in the areas of teaching, scholarly & creative activities, and service. The faculty of the department recognizes that teaching (our primary mission) must be supported by scholarly and creative activities and service. These three endeavors are interdependent and the quality of performance in teaching and service is shaped to a large degree by the scholarly and creative activities of our faculty.

### **TENURE**

*The University Of West Florida requirements for tenure are excellent teaching, and significant evidence of scholarship.* The Department of Management & MIS defines these as follows.

#### **Demonstrated Excellence in Teaching:**

The University of West Florida is primarily a teaching institution, and therefore demonstrated excellence in teaching is a primary expectation for grant of tenure.

Candidates are required to provide evidence of excellence in performance as a teacher and evidence of teaching ability. Evidence of excellent teaching performance may include student evaluations, details of teaching awards, and cumulative professional judgments of the Department Chair. Evidence of teaching ability may be provided in the form of a teaching portfolio that includes information about course content, teaching philosophy, professional development efforts in the area of teaching, use of technology, and efforts to improve student learning.

#### **Demonstrated Potential for Scholarly and Creative Activities:**

For Assistant Professors: A minimum of three peer reviewed journal articles since appointment to UWF is required for tenure.

- A maximum of two of these articles may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.

For Associate Professors: A minimum of five peer reviewed journal articles is required for tenure.

- A maximum of two of these articles may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.
- At least three must be published subsequent to appointment at UWF. A maximum of two of these articles may be substituted by equivalent publications as detailed

later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles. \_

For Full Professors: A minimum of ten peer reviewed journal articles is required for tenure.

- A maximum of five of these articles may be substituted by equivalent publications as detailed later in this document but at most two may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.

At least three must be published subsequent to appointment at UWF. A maximum of two of these articles may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.

### **Demonstrated Potential for Service:**

Candidates must provide evidence of willingness and ability to perform internal and/or external service.

### **PROMOTION TO ASSOCIATE PROFESSOR**

*The University of West Florida requirements for Associate Professor are a strong reputation within the University as a teacher and scholar with potential for recognition outside the University. The Department of Management & MIS defines these as follows.*

### **Demonstrated Excellence in Teaching:**

Evidence of excellent teaching performance may include student evaluations, details of teaching awards, and cumulative professional judgments of the Department Chair. Candidates may also provide evidence of efforts to improve student learning, details of teaching innovations, and details of faculty development efforts to improve their teaching.

### **Demonstrated Record of Scholarly and Creative Activities:**

A minimum of five peer reviewed journal articles is required for this promotion

- A maximum of two of these articles may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.
- At least three must be published subsequent to appointment at UWF. A maximum of two of these articles may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.

### **Demonstrated Record of Service:**

Candidates must provide evidence of internal and external service.

### **PROMOTION TO FULL PROFESSOR**

*The University of West Florida requirements for promotion to Full Professor include very substantial tangible and public contributions to the profession measured by favorable acknowledgment in the discipline outside the University - and excellent teaching.* The Department of Management & MIS defines these as follows.

### **Demonstrated Continued Excellence in Teaching:**

Evidence of continued excellent teaching performance may include student evaluations, details of teaching awards, and cumulative professional judgments of the Department Chair. Candidates may also provide evidence of efforts to improve student learning, details of teaching innovations, and details of faculty development efforts to improve their teaching.

### **Demonstrated Strong Record of Scholarly and Creative Activities:**

- A minimum of ten peer reviewed journal articles is required for this promotion.
- A maximum of five of these articles may be substituted by equivalent publications as detailed later in this document but at most two may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.
- At least three journal articles must be published subsequent to appointment/promotion to Associate Professor at UWF.. A maximum of two of the three published subsequent to appointment/promotion may be substituted by equivalent publications as detailed later in this document, but at most one may be substituted by equivalent publications listed under Proceedings Equivalents for Journal Articles.

### **Demonstrated Record of Strong Service:**

Candidates must provide evidence of strong internal and external service.

### **Demonstration of External Recognition Outside The University**

Candidates must submit evidence of either (1) external recognition of scholarly activity or (2) substantive service to an external organization related to your field.

## **DEFINITIONS FOR SCHOLARLY AND CREATIVE ACTIVITIES:**

Scholarly and Creative Activities may be demonstrated in a variety of ways. This may include publications in peer reviewed journals (academic, professional or pedagogical), publications of book chapters or cases, publications of text books, publications in proceedings of conferences, and paper presentations at conferences.

### **Equivalents for a Peer Reviewed Journal Article:**

- A. Book chapters published in a nationally distributed text book, accepted and used at an institution other than UWF
- B. Book chapters published in a nationally distributed book intended for academic or practitioner audiences published by a reputable publisher and available through commercial outlets
- D. Computer simulations/software published nationally and accepted and used by an institution other than UWF.
- E. Instructor's Guide, or Student Study guide, used in connection with a nationally distributed text book accepted and used by an institution other than UWF.
- F. Business cases published in a case book or text book, accepted and used at an institution other than UWF.
- G. A text book that is used as the primary text in a regular course taught in a related discipline at an institution other than UWF.

### **PROCEEDINGS EQUIVALENTS FOR JOURNAL ARTICLES:**

1. Three papers presented at National/International conferences and published in peer reviewed proceedings.  
For Proceedings that differentiate between levels of publication, such as Full Papers, Condensed Papers and Abstracts, Condensed Papers will be treated as Regional Proceedings and Abstracts will not count.
2. Six papers presented at Regional conferences and published in peer reviewed proceedings
3. Some conferences in our disciplines have exceptional standards and will be treated as follows:

- a. Academy of Management - Proceedings count as a journal article. Two papers accepted as presentations count as a journal article.
- b. ICIS - Proceedings count as a journal article.
- c. Southern Management Association - Counts as a national proceedings - three papers counts as a journal article.