



TENURE UNIT STANDARD ROUTING SHEET

In support of the following academic policy statements, tenure unit performance standards will be maintained and made publicly available by the Office of the Provost's Faculty Records Team. Per policy, each of these sets of standards will be reviewed every five (5) years, submitted to the Office of the Provost using this routing form for all signatures.

- APS [900417](#), Faculty Reappointment, Tenure, and Promotion of Tenured and Tenure-Track Faculty
- APS [980204](#), Performance Evaluation of Tenured Faculty (Post-Tenure Review)
- APS [820317](#), The Faculty Evaluation System of Tenured and Tenure-Track Faculty

Please note the following:

- Use a separate routing sheet for each set of tenure unit standards.
- Submit files in portable document format (PDF) only.
- Ensure the set of standards being submitted ***have been approved*** by the tenure unit ***and*** college dean.

Tenure Unit: Department of Chemistry

College/Unit:

- | | | | | |
|-------------------------------|-------------------------------|-------------------------------|---|------------------------------|
| <input type="checkbox"/> CAM | <input type="checkbox"/> COCJ | <input type="checkbox"/> CHSS | <input type="checkbox"/> COM | <input type="checkbox"/> NGL |
| <input type="checkbox"/> COBA | <input type="checkbox"/> COE | <input type="checkbox"/> COHS | <input checked="" type="checkbox"/> COSET | |

Standard:

- Promotion and Tenure
 Post-Tenure Review
 Faculty Evaluation System (FES)

Contact:

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Approved By:

Donovan C. Haines

Department Chair

[Signature]

College Dean

Provost & Sr. VP for Academic Affairs

DEPARTMENT OF CHEMISTRY
STANDARDS FOR PROMOTION AND TENURE

TENURE AND PROMOTION TO ASSOCIATE PROFESSOR

Both the awarding of tenure and promotion to the rank of Associate Professor are concomitant at Sam Houston State University. The Department of Chemistry expects that faculty members who begin careers at Sam Houston State will strive for excellence in the classroom, in the research arena and in service to chemistry, the University and to the community.

Teaching – Faculty members are expected to become excellent professors and mentors. Faculty members are expected to find effective ways to work with and continually challenge students to do better. Their teaching evaluations should be commensurate with these goals. They are expected to be well prepared for their classes.

Research – Faculty members are expected to display scientific curiosity about profession and to be engaged in scientific inquiry. Efforts to secure external funding in support of the Faculty member's research activities are expected. Faculty members should strive to make known the results of their research activities in the form of papers at National or Regional Conferences, in the chemical literature, or via invited lectures. Due to the nature of chemical research, there is no hard rule about numbers of publications, but it is generally expected that one regularly publishes the results of their work and that the names of student coworkers be included as co-authors.

Service – While Assistant Professors usually have a lighter load in order to get research activities accomplished, it is expected that Assistant Professors begin to be more involved in the service activities as they move nearer to tenure. This includes service functions with respect to the chemistry profession, the Department, the University, and the community.

PROMOTION TO PROFESSOR

Promotion to Professor of Chemistry at Sam Houston State University reflects a dedicated professional in the areas of teaching, research, and service.

Teaching – Faculty members are expected to continue in their pursuit of excellence in the classroom and in mentoring activities. Faculty members should have teaching evaluations demonstrating a continuing

input of considerable effort and thought into improving the effectiveness of their instruction. The DPTAC will evaluate the accumulated information of teaching including, but not limited to, FES evaluations (Chair's and students') and the curricular materials developed by the Faculty member for their classes.

Research – Faculty members are expected to have established an independent ongoing research program as normally evidenced, for example, by a) the securing of outside funds for that research, b) continuing publication in the professional chemistry literature (Due to the nature of chemical research, there is no hard rule about numbers of publications, but it is generally expected that one regularly published the results of their work and that the names of student coworkers be included as co-authors.), c) invitations to present lectures, d) continued participation in professional meetings by the Faculty member and their students, and e) external recognition of research activities by the Faculty member and/or their students from the College, University, Professional Organization, or Governmental agency.

Service - Faculty should be assuming more involvement in service functions at this stage. A greater role in University wide service may be expected, but in the spirit of the University's mission and motto, Service to the Community and Profession (Chemistry and Education) are also highly valued. In light of the limited amount time available for the Faculty member it is expected that the distribution of Service activities will probably change focus over time so the DPTAC will consider the whole.