

**COLLEGE OF AGRICULTURE AND LIFE SCIENCES (CALs) CRITERIA FOR APPOINTMENT AND PROMOTION: RESEARCH PROFESSORS, CAREER TRACK**

October 10, 2019

The *Research Professors, Career Track* is for faculty members whose primary contribution is to the CALs research mission. *Research* faculty on the Career Track must have demonstrated potential for, or have achieved excellence in, the initiation, direction, and completion of research projects. In addition, *Research Professors, Career Track* are expected to mentor undergraduate and graduate students and/or postdoctoral research associates in the context of their research. The duties of *Research Professors, Career Track* may also include the promotion of the scholarship of the educational mission of the unit.

*Research Professors, Career Track* faculty are non-tenure-eligible. The policies for appointments are included in Chapter 3 of the University Handbook for Appointed Professionals (UHAP). The initial appointment of *Research Professor, Career Track* is made upon request by a unit head or school director to the CALs Dean after consultation with the CALs Executive Council and will be at the rank of Assistant Research Professor, Associate Research Professor, or Research Professor depending on qualifications. *Research Professors, Career Track* have all of the college privileges and responsibilities of faculty members in their respective CALs unit, and are evaluated annually and for promotion in a similar manner as other faculty members in the unit following guidelines detailed below.

**Qualifications for Appointment by Rank**

*Research Professors* may be initially appointed in CALs at any rank, appropriate to their qualifications. Initial appointment of *Research Professors, Career Track*, whether at the rank of Assistant, Associate, or Full, is made by the unit head and the dean. *Research Professors* must demonstrate a high level of success in Research/Scholarship and Service, with criteria for measurement of success defined in the table below.

	<b>Assistant</b>	<b>Associate</b>	<b>Full</b>
<i>Research/Scholarship</i>	Initial appointment contingent on completion of Ph.D., often with postdoctoral experience. Must have demonstrated promise for excellence in research. Engagement in a quality program of disciplinary or collaborative research, with results delivered in oral and written forms. Participation	In addition to requirements for <i>Assistant Research Professors</i> : Excellence in research, as evidenced by publications in peer-refereed journals and demonstrated ability to obtain extramural funding and support an independent research program. Demonstrated project leadership, OR	In addition to requirements for <i>Associate Research Professors</i> : A sustained record of excellence and accomplishment in research. A national reputation and publication record including peer-refereed journals, books, book chapters, or other scholarly work. Sustained ability to obtain extramural

	in mentoring of undergraduate and graduate students and/or postdoctoral associates in the context of research. Demonstrated promise to obtain extramural funding as principal or co-principal investigator.	evidence that efforts are integral to collaborative research projects. Evidence of a growing national reputation. High quality mentoring of students, postdoctoral associates, and/or junior research colleagues.	funding. Translation of research through patents, industry interactions and funding, or community engagement. Sustained project leadership OR evidence that efforts are integral to collaborative research projects within CALS, UA, the nation, and internationally. National reputation is demonstrated by multiple speaking invitations. Excellence in research mentoring and supervising.
<i>Service</i>	Support of departmental research efforts in ways that enhance student learning.	In addition to requirements for <i>Assistant Research Professors</i> : Leadership in departmental research efforts that enhance student learning. Participation in departmental committees and in professional societies.	In addition to requirements for <i>Associate Research Professors</i> : Leadership in departmental committees and in professional societies. Demonstrated editorial and peer-review activities.

In addition to the criteria specified in the matrix above, *Research Professors, Career-Track* may serve as members of Ph.D., M.S., or undergraduate research committees as permitted by the Graduate College and the Honors College. In some cases, they may also serve to improve the unit's teaching and learning mission at all levels through research and the development of shared resources.

*Assistant Research Professors, Career-Track* will receive appointments for one-year terms. Promotion to *Associate* or *Full Research Professors* may receive appointments for two- or three-year terms, subject to approval by the Provost.

### **Criteria for Annual Performance Review**

Renewal of appointments at all ranks will be based upon an annual performance review by the CALS unit head or school director with assistance of the respective annual performance review committee. The annual performance review should consider CALS Faculty Workload Guidelines with review information provided in UA Vitae.

Generally, the standard for renewal at the *Assistant Research Professor* rank includes at least one external grant application as principal investigator or one funded project every year, as well as one peer-refereed paper or conference proceeding, adjusted for FTE. The standard for renewal at *Associate Research Professor* or *Research Professor* level generally includes maintaining at least one funded external project and multiple instances of dissemination with publications and presentations per year, adjusted for FTE, while maintaining the standards of excellence described in the appointment/promotion criteria above.

At the initiation of the annual review process, each *Research Professor* must complete a packet that reflects their accomplishments in research, mentoring, and/or service. The unit head or director will provide annual reviews to the faculty that include a letter of evaluation and a statement of progress toward renewal of the contract and (if applicable), promotion. As specified in the position descriptions, the contributions of the *Research Professor* will be assessed using the criteria specified above.

### **Promotion Criteria, Timeline, and Process**

Qualifications for appointment, productivity, and opportunity for promotion at each rank are based on Research/Scholarship and Service, as summarized in the table above. Expectations at successive ranks are dependent on previous rank; for example, *Associate Research Professors* would be expected to demonstrate qualifications and output of *Assistant Research Professors*, plus additional qualifications and outputs as listed below.

Goals for career and rank advancement will be established by the faculty member and the respective unit head or school director at the time of initial appointment and during the annual review meeting. In general, review for promotion from *Assistant* to *Associate Research Professor* should occur after six years at the rank of *Assistant Research Professor* or equivalent experience, unless the faculty member declines, in which case review is extended one year at a time. Similarly, review for promotion from *Associate* to *Full Research Professor* will occur after six years at the rank of *Associate Research Professor* or equivalent experience, unless the faculty member declines, in which case review is extended one year at a time.

Candidates prepare a dossier for promotion that includes only those sections that are relevant to the duties that the candidate has been assigned. Templates and documentation to prepare the dossier are available from the Vice Provost for Faculty Affairs and can be found [here](#). Dossier preparation and review will be performed in accordance with the CALS Promotion and Tenure (P&T) timeline; following unit-level review, each dossier will be reviewed by the CALS P&T Committee, followed by review by the Dean. Finally, the candidate's dossier will be submitted to the Provost's Office for a final decision regarding promotion.

*Associate Research Professors* will receive an appointment for a two-year term, subject to approval by the Provost, with renewal based on review of performance. Successful candidates for promotion to *Associate Research Professor* will:

- Have a demonstrated record of excellence in research, as evidenced by procurement of extramural funding to support an independent research program and a strong record of publication in peer-refereed journals;
- Demonstrate leadership within research projects;
- Provide evidence of a growing national reputation, such as invited talks at professional meetings, media interviews, and/or leadership of professional societies;
- Provide strong mentoring of students, postdoctoral associates, and/or junior research colleagues;
- Commit to service on departmental committees based on their interests and strengths.

*Full Research Professors* will receive an appointment for a three-year term, subject to approval by the Provost, with renewal based on review of performance. In addition to exceeding the goals for promotion to *Associate Research Professor*, successful candidates for promotion to *Full Research Professor* will:

- Demonstrate a sustained record of excellence and accomplishment in research, including a continued record of procurement of extramural funding, and peer-reviewed publication in journals, book chapters, or other scholarly work;
- Demonstrate editorial and/or peer-review activities;
- If appropriate, provide a record of industry interactions and/or patent applications;
- Provide a strong record of sustained project leadership;
- Provide evidence of a strong national and/or international reputation, including multiple speaking invitations;
- Demonstrate excellence in mentoring;
- Commit to leadership of departmental committees and in professional societies.

Faculty who are denied promotion are, upon request, entitled to a statement for the reasons for that action (UHAP 3.3.02d) and may have access to their dossier at a time and place designated by the Office of the Provost (UHAP 3.3.02e). However, the Provost's decision on the promotion of a non-tenure-eligible faculty member is not subject to further review or appeal (UHAP 3.3.03c).