

Industrial and Management Systems Engineering (IMSE)
Performance Guidelines for Tenure and Promotion to Associate Professorship

Revised: January 2016

IMSE Department is a research-intensive, nationally-recognized department. We are judged by our research productivity and by the quality of preparation of our graduates. The following broad guidelines for earning tenure and promotion to associate professorship reflect the responsibility of each faculty member to contribute toward the productivity, international visibility, and ranking of the department.

Research productivity criteria:

A cornerstone of the overall mission of the department is to conduct high-quality research on problems of local as well as global significance that are well recognized by peers and funding agencies. The following items are recognized by IMSE faculty as ways (but not limited to) a candidate seeking tenure and promotion may establish her/his research performance.

1. Serving as a major professor for a cadre (preferably 3 or more) of doctoral students and graduating at least one with strong credentials prior to seeking T&P. Demonstrating his/her ability to engage in attracting/recruiting new doctoral students to the department.
2. Publishing at least 10-15 peer reviewed, discipline specific publications since entering the tenure track. Publications should reflect candidate's expertise and research focus. Journals must be those included in the Science Citation Index or Compendex. High quality chapters in research monographs may also be considered.
3. Establishing a discipline-specific research funding track record that demonstrates current relevance to and support from external funding agencies in the form of peer reviewed and nationally competitive research grants, along with the promise of sustained support to grow an independent program to a global leadership level. The level of support and its forward projection should be such as to advance the current norms in the department to higher levels, with a minimum expectation of two nationally competitive peer reviewed research grants as principal investigator being attained. Achievements that signify especially innovative research, including patents, licensed technology or other forms of technology transfer beyond the university will be considered in the evaluation.
4. Developing active research collaboration with diverse groups within/outside of the university resulting in collaborative research/proposals and joint publications.
5. Actively participating in national/international conferences by coordinating sessions and panels, presenting papers in invited sessions, facilitating participation of PhD students.

Teaching productivity criteria:

The goal of teaching in the IMSE department is to promote students' learning, intellectual development, and career preparation. Towards this goal, candidates for tenure and promotion are expected to achieve excellence in teaching as evidenced by a successful track record of classroom teaching, mentoring of undergraduate and graduate students, and active participation in curricular development. The following are some indicators of recognized teaching performance.

1. Teaching classes at both the graduate and undergraduate levels, including courses with medium to large enrollments as compared to departmental norms.
2. Receiving student teaching evaluation ratings at par (near the mean) with college averages at comparable course levels. Teaching evaluations should show an ongoing positive trend.
3. Attending seminars and training sessions on teaching excellence offered on campus or at national meetings/conferences.
4. Developing new courses and laboratories, contributing to curriculum developments/enhancements, publishing papers in teaching-related journals, and obtaining teaching related grants.
5. Supervising undergraduate research and honors thesis.

Service productivity criteria:

The following are considered important markers of service productivity.

1. Significant participation and projected growing leadership role in the profession, particularly at the national and global levels. This could include, for example, holding officer positions in professional societies, membership in committees, and organizing symposia.
2. Cultivating editorship roles with journals.
3. Serving in the review panels at funding agencies and also for assisting professional societies in selecting honorees and awardees.
4. Building relationships with local industry and engaging the local community including the K-12 school districts in the area.
5. Demonstrating a meaningful alignment to the overall mission of the department, college and university such as through participation on committees, student advising and advising to student organizations.
6. Promoting diversity in recruitment and maintaining collegiality and an environment of mutual respect.

The awarding of tenure is a long term commitment by the department. Recipients of tenure are expected to have clearly demonstrated the ability and drive to advance their careers and the reputation of the department to levels worthy of such a commitment. Meeting the above guidelines is the most direct pathway to demonstrating such potential. However, because of the diversity of the discipline and different modes of inquiry that may be appropriate to the relevant research area other factors that demonstrate significant scholarly achievement may be considered.

Performance Guidelines for Promotion to the rank of Full Professor

For promotion to the rank of Professor, a candidate must provide compelling evidence of significant recognition among peers in the discipline or professional field at the national and international levels. A sustained record of excellence in teaching and research/creative activity/scholarship is expected, as well as a record of substantial contributions in service to the university and/or profession. This record of excellence should predict continuing high productivity throughout the individual's career.

Research: Excellence in research and scholarship is expressed by a track record of continued research funding through peer-reviewed grant proposals (e.g. NSF, DOE, DoD, NIH, etc.), a significant list of invited presentations at conferences/workshops/research institutions, and a strong record of peer-reviewed publications. Patent licensing will be considered positively. Recognition of the applicant by his/her peers may be demonstrated through appropriate citations of his/her publications, invited presentations at scientific meetings and/or research laboratories, continued funding of peer reviewed proposals, election as a fellow of national and international professional societies, and frequent invitations to serve as a scientific reviewer on panels or mail-in reviews for proposals and publications.

Teaching: Important measures for teaching excellence are: learning outcomes in classroom teaching, sustained excellence in mentoring of graduate (PhD) students, involvement of undergraduate students in research, contributions to curriculum development and creative learning experiences, teaching related grants, papers, and presentations.

Service: The candidate should show initiative to serve his/her professional community and/or the university beyond assigned duties. These initiatives may be demonstrated through, for example, volunteering to committee assignments and substantial involvement in committees beyond what is considered regular faculty participation; taking leadership roles at the department, college, or university; strong involvement in the peer review of papers and proposals; taking the role of an Editor and/or Guest Editor in respected scientific journals; organizing meetings and workshops; standing for election in committees in scientific organizations; and engagement in the local community.