

DEPARTMENT OF GEOGRAPHY AND GLOBAL STUDIES
Policy for Reappointment, Tenure, and Promotion
(Adopted December 1, 2008)

This RTP Policy Statement is designed to provide guidance for evaluation of job performance not only for new and continuing Geography faculty as they move through the RTP process, but also for the RTP committees at each level of review from Department through University and the President.

Due to the interdisciplinary nature of the study of Geography and Global Studies, and the small number of faculty in this department, our faculty are by necessity diverse in their expertise and interests, and they must be broadly skilled. Moreover, some of our faculty are hired for specific positions, or they may be asked to serve in administrative positions early in their tenure. These duties may result in release time from teaching. Therefore, each faculty member will likely have a different mix of responsibilities that requires flexibility in defining criteria to assess an individual's job performance. For example, the Director of the Center for Interdisciplinary Geospatial Analysis (CIGA) requires a greater emphasis on research, grant writing, and supervision of student interns who work on grants and contracts. Skillful teaching is still an essential, but it is a smaller percentage of the job.

Job performance in the SSU RTP process is judged on the basis of four areas of accomplishment: excellence in teaching, excellence in scholarship, and excellence in university and community service. In ranking promotion candidates, the University RTP Committee has used the following categories of teaching, scholarship, university service, and community service in priority order. The Department of Geography and Global Studies RTP Committee will use this same order as a base level from which to adjust evaluation to the specific faculty position. New and continuing faculty will be informed of the expectations of the Department at the time of hire and throughout the probational years in the Department-level RTP Committee evaluation document. If a candidate has allocated far greater effort to one of these areas in a given review cycle compared to this priority order, it is incumbent on the candidate to provide a rationale in her or his self-assessment.

Once again, as a result of the broad nature of Geography and Global Studies, there may be overlap between instructional, research, and service activities that can be considered for RTP purposes. For example, the CIGA Director will instruct student interns in their work as part of a research grant, or to fulfill a local contract brought to the Center by the Director. This could be considered a combination of teaching effectiveness, scholarly activity, and community service. It is expected that the candidate will make a clear argument for considering multiple RTP areas within a single activity in his or her self-evaluation document.

Teaching Effectiveness

The evaluation criteria of the July 2008 University-wide RTP policy will be followed (Section II.B of policy statement). Effectiveness of teaching will be measured by peer reviews and student evaluations. Peer reviews will be conducted by tenured faculty, including both colleagues within Geography and Global Studies and faculty from other Departments. Reviews will address teaching style and methods, learning objectives, course content, methods to evaluate

student performance, and student engagement. Recommendations for improvement will be made clear in those reviews, and probationary faculty will be expected to address those issues.

Student evaluations will be measured quantitatively, with candidates expected to receive an average rating of at least 3.5, or receive 75% of all ratings in the 4's and 5's. We value candidates' appraisal of the meaningfulness of these student ratings.

Faculty may also have teaching-related duties such as supervising student interns and graduate students. Effectiveness in these other teaching-related activities will be taken into account by the individual RTP committees and may also be addressed by the candidate in her or his Self-Assessment of Teaching.

Scholarship, Research, and Creative Achievements

The evaluation criteria of the July 2008 University-wide RTP policy will be followed (Section II.C of policy statement). The Geography Department will use the following products in evaluating an individual candidate, in order of importance:

1. Published book on the candidate's research
2. In-press or published articles in peer-reviewed journals with high impact in their field, or a published book

3. In-press or published articles in peer reviewed journals with lower impact in their field or a published book chapter
4. Funded grants.
5. Peer-reviewed journal articles accepted for publication with revisions in progress

6. Research reports or scholarly papers presented at conferences.
7. Serves on editorial board of peer-reviewed journal.
8. Consultancies, products or inventions that relate directly to their research.
9. Submitted research proposals to competitive granting institutions.
10. Implementation of a training workshop in your research field.
11. Participation in professional meetings as speaker, committee member, or organizer.
12. Service as a reviewer for scholarly journals or membership in review panel for research grants.
13. Awards, honors, or invited speaking engagements.

The Geography Department expects one product from criteria 1-2; an additional product from criteria 1-5; and at least two more products from criteria 6-13. It is expected that candidates will submit explicit documentation of their plans, proposals, and progress in their annual self-assessments. The candidate's RTP committee will evaluate these documents to determine how and whether they meet the criteria. It is expected that upon receiving critical feedback, candidates will show in subsequent RTP evaluation cycles that they have undertaken actions to remedy any shortfall.

Service to the University

The evaluation criteria of the July 2008 University-wide RTP policy will be followed (Section II.D of policy statement). In addition, the Geography and Global Studies Department endorses activities undertaken by its faculty that can be used to meet multiple RTP criteria; e.g., an activity might meet criteria for both scholarship and service to the university. For example, a faculty member may involve students in her or his research data collection as part of a class project where the results or product of the class project enhance the University image.

Service to the Discipline

This category is not specifically included in the University-wide RTP policy, yet it is an important criterion for SSU Geographers. We encourage our faculty to contribute to the discipline through regular attendance and research presentation at regional and national meetings in the discipline or their subdiscipline, serve on association committees or executive boards, editorial boards of discipline specific journals, and on occasion take on leadership roles such as association president or editor of a journal.

Public Service and Service to the Community

The evaluation criteria of the July 2008 University-wide RTP policy will be followed (Section II.E of policy statement). In addition, the Geography and Global Studies Department endorses activities undertaken by its faculty that can be used to meet multiple RTP criteria; e.g., an activity might meet criteria for both scholarship and service to the community such as when we provide interviews to the popular press or give talks at service clubs that also reflect our scholarship or professional expertise. Community service is credited when faculty serve as, for example, expert advisors for local organizations, or, in the case of CIGA Director, accept contracts for work for local agencies that will be undertaken by student interns under Director supervision. Public service may be national or international in scope as well; it is not limited to local/regional interactions.