

Tenure and Promotion Guideline – Department of Mechanical Engineering

General Guidelines

In tenure and promotion considerations, the Faculty of the Department of Mechanical Engineering bases its recommendation on the candidate's performance in teaching, research, and service. All faculty members are expected to contribute to the mission of the Department and the University by demonstrating a sustained commitment to undergraduate and graduate student education; by achieving broadly recognized research excellence; and by serving the mechanical engineering community and the general public. The following guidelines, established in accordance with GR VIIA.6, are intended to assist the members of the Faculty of Mechanical Engineering in evaluating candidates for tenure and promotion, as well as to assist candidates in understanding the factors to be considered in their evaluation.

Research Title Series (90R/10S)

Promotion to Associate Research Professor

The guidelines of regular title series in research and service are to be applied to research title series faculty by appropriately adjusting the difference in the distribution of effort scale. These factors are listed below. Professional career development (up to 20%) may be used as part of research when appropriate, suggesting a final distribution of effort in that case of 70R/20PCD/10S. Professional career development evaluation factors are also listed below.

Research Evaluation Factors

- A candidate must show both the effort and the ability to attract sufficient research funding to initiate and maintain the candidate's research program.
- Results of research efforts should be published in venues regarded as selective by peers in the candidate's discipline. Journals, proceedings and conferences are appropriate, in each case with an established reputation for high quality. Journal impact factor and citation indices can serve as evidence of quality, if applicable.
- Collaborative research with colleagues and students is encouraged. At the same time, the candidate is expected to show evidence of scholarly independence and initiative.
- Mentoring graduate students to graduation.
- The Department will seek the opinions of external reviewers who are regarded as the experts in the candidate's discipline.
- Invited seminars at major academic institutions, industrial and governmental laboratories, keynote and invited talks at conferences and workshops
- Advising postdoctoral scholars and research staff members

- Research awards and other formal acknowledgments by peers at regional, national, and international levels.
- Patents, software in public use, partnership development with industries and academic institutions and other technology transfer based on innovative research.

Service

- Evidence of undergraduate and graduate student recruiting, advising and course coordination.
- Committee work at the Department, College and University levels.
- Contributions to the peer-review process through reviewing, editorships, conference organization, and consulting activities.
- External reviewers' letter

Professional Career Development Evaluation Factors

- Partnership development with research sponsors
- Networking with researchers and professionals
- Contribution in teaching short (or portion of regular) courses and development of new courses

Promotion to Research Professor

Promotion to Research Professor requires that a faculty member has realized the professional promise implicit in every aspect of the Department and University mission: research and dedicated service. All measures of excellence discussed above will be an important part of promotion considerations. A consistently effective, excellent, and sustainable nationally- and internationally-recognized research program; and dedicated service extending beyond the University are necessary. Solicited external opinions from eminent researchers in the candidate's research area will be especially important in the evaluation.

Approved by Department Faculty: 03/02/2011

Approved by Dean Thomas Lester on May 17, 2011