

**College of Education & Professional Studies**  
**Minimum Requirements for**  
**Promotion and Tenure**

**Promotion to Assistant Professor:**

The faculty member must

1. Possess an appropriate earned doctorate or terminal professional/academic degree.
2. Demonstrate sustained effective teaching.
3. Demonstrate sustained effective student advisement practices.
4. Demonstrate sustained scholarship with at least one (1) publication in a refereed journal or chapter in a book.
5. Demonstrate sustained service to the university, profession, and community.

**Promotion to Associate Professor:**

The faculty member must

1. Possess an appropriate earned doctorate or terminal professional/academic degree.
2. Demonstrate sustained effective teaching.
3. Demonstrate sustained effective student advisement practices.
4. Demonstrate sustained scholarship with a minimum of five (5) major scholarly activities, to include at least three (3) publications. Major scholarly activities are defined as
  - a. Published in a refereed journal or chapters in a book. The faculty member must be the first author on at least one (1) journal article.
  - b. A book published by a refereed press.
  - c. Received a substantial monetary grant for teaching, research, or professional service pursuits that provides a significant contribution to the field.
  - d. Refereed scholarly presentations [two (2) presentations equals one major scholarly activity]
5. Demonstrate sustained service to the university, profession, and community.

**Promotion to Professor:**

The faculty member must

1. Possess an appropriate earned doctorate or terminal professional/academic degree.
2. Demonstrate sustained effective teaching.
3. Demonstrate sustained effective student advisement practices.
4. Demonstrate sustained scholarship with a minimum of six (6) major scholarly activities, to include at least four (4) publications. Major scholarly activities are defined as
  - a. Published in a refereed journal or chapters in a book. The faculty member must be the first author on at least one (1) journal article.
  - b. A book published by a refereed press.

- c. Received a substantial monetary grant for teaching, research, or professional service pursuits that provides a significant contribution to the field.
  - d. Refereed scholarly presentations [two (2) presentations equals one major scholarly activity]
5. Demonstrate sustained service to the university, profession, and community.

**Tenure:**

The faculty member must

- 1. Possess an appropriate earned doctorate or terminal professional/academic degree.
  - 2. Demonstrate sustained collegiality.
  - 3. Demonstrate sustained effective student advisement practices.
  - 4. Demonstrate sustained effective teaching.
  - 5. Demonstrate sustained scholarship with a minimum of five (5) major scholarly activities, to include at least three (3) publications. Major scholarly activities are defined as
    - a. Published in a refereed journal or chapters in a book. The faculty member must be the first author on at least one (1) journal article.
    - b. A book published by a refereed press.
    - c. Received a substantial monetary grant for teaching, research, or professional service pursuits that provides a significant contribution to the field.
    - d. Refereed scholarly presentations [two (2) presentations equals one major scholarly activity]
6. Demonstrate sustained service to the university, profession, and community.

**Clarifications:**

- 1. The requirements of the College of Education & Professional Studies for promotion and tenure are in addition to requirements published in the JSU *Faculty Handbook*.
- 2. The term "sustained" refers to the four (4) years preceding the faculty member's application date for promotion and/or tenure.
- 3. The faculty member must demonstrate sustained activity in each of the four evaluation areas (Teaching, Advisement, Scholarship, and Service) in order to be considered for promotion and/or tenure.
- 4. Published journal articles, book chapters, books, and grants are to be aligned with the faculty member's teaching field or degree concentration.
- 5. The faculty member must be tenured to be eligible for promotion to full professor.
- 6. The faculty member must be at rank for five (5) full years before he (she) is eligible for promotion. Therefore, the promotion portfolio is submitted the fall of the sixth year. Exceptions to this policy are based on contract agreement at the time of employment.
- 7. Tenure-track faculty members who have completed five academic years of full-time employment in a tenure-track position at JSU and have been reappointed for the sixth academic year are considered for tenure during the sixth academic year.
- 8. Only work completed after appointment to the rank of Assistant Professor will be considered for promotion from Assistant to Associate Professor.
- 9. Only work completed after appointment to the rank of Associate Professor will be considered for promotion from Associate to Full Professor.