

## Department of Economics Standards for Promotion:

1. University and College Requirements: Departmental recommendations for promotion and tenure recognize and follow College and University-wide policies. University-wide policies are contained in the Faculty Handbook. College of Social Sciences policies are made known to the faculty by the Dean of the College and by the Chair of the Department and may be obtained in their latest form from the Secretary of the Department.

### 2. Departmental Standards:

a. General Standards of Faculty Performance: Demonstrated ability in teaching at both the graduate and undergraduate level is essential to the primary function of the Department, which is the teaching of its students. Departmental recommendations for advancement in rank, for the granting of tenure, for salary increases, and for retention itself have recognized effectiveness in teaching as a first requirement. In the conviction that scholarship is central to undergraduate and especially to graduate teaching, research and creative activity are also important.

In the normal instance the Department will expect a faculty member to perform effectively in the three areas of teaching, research, and professional service. In considering a faculty member for promotion, tenure, or salary increase, the Department will give due regard to the nature of the faculty member's assigned duties within the Department. Faculty assigned primarily to research, administrative, or other duties will be evaluated accordingly. In accordance with system-wide policies and general Department objectives, Department faculty assigned exclusively to teaching (12 hour load) will be evaluated on the basis of their teaching performance and upon scholarly activity appropriate thereto. But in those instances where a choice among faculty must be made, significant differences in research and scholarly activity will not be set aside in favor of small differences in measured teaching performance.

The Chair and the other members of the Executive Committee will evaluate faculty eligible for promotion. Every faculty member is invited to make available to the Chair and Executive Committee whatever information he believes is appropriate as supporting evidence to the quality and level of his teaching, professional research and service activities. To this end the Department Secretary will maintain a separate file for each faculty member containing vita sheets, samples of published work, etc. Each faculty member shall have free access to his or her file and is charged with the duty of making sure that the material it contains is as current and complete as seems practical.

b. Standards for Promotion to Specific Ranks: Faculty may be appointed to either a tenure-track position or a specialized position.

Specialized faculty shall be evaluated for promotion to the next higher rank, if possible, in their class of employment, in accordance with standards and criteria developed by the chair, the executive committee, and the eligible faculty members, when such promotion possibilities become known.

Faculty appointed as Assistant Professors are normally considered for promotion to Associate and the grant of tenure after the completion of five years of service at Florida State University.

Recommendation for promotion to the rank of Associate Professor is based upon recognition of demonstrated effectiveness in teaching, scholarly endeavor, and contribution to the college and to the discipline. Promotion to Associate Professor must take place within seven years, as no faculty member may hold the rank of Assistant Professor for longer than that. Assistant Professors who do not show potential for promotion to Associate Professor can be expected to be terminated by the Department prior to the expiration of the seven year limit.

Recommendation for promotion to the rank of Professor is based on accomplishment of high order in scholarly endeavor, superior teaching, and intellectual leadership in the profession. It is your colleagues' highest accolade.

### 3. Implementation of Promotion for Tenure-Track Faculty:

a. Scholarship. Good instruction and scholarship are highly interrelated, particularly in a department in which every member typically participates in graduate level instruction. Thus, high quality scholarship is necessary for promotion to all levels. Publication in the professional journals of economics implies that a faculty member is aware of the existing literature in his field, is capable of developing an idea, and can communicate this idea. Because this same process is expected of the student writing a thesis, research paper, dissertation, those directing the graduate student in these endeavors can do the best job when they themselves continually do research. Not all scholarship is evidenced in professional journals and in books. Creative scholarship is also indicated by the presentation of papers at learned societies, the writing of research monographs, and testimony as expert witnesses.

Every member of the Department is expected to continually update his or her file with evidence of his scholarship activities. Reprints should be included. Because of the publication lag, drafts of research completed but not yet published should also be submitted, along with a description of publication plans.

b. Service: Some service in the form of memberships on University and Department committees, counseling and the like is expected of all faculty. Each faculty member should keep a record of this service in his or her file in the department. This is particularly important in the case of those who have done unusual, exemplary service to the university and this department.

c. Instruction. Each faculty member shall be evaluated on the basis of classroom teaching and instruction outside the classroom. Student evaluations are an integral part of assessing classroom teaching merit. Normally, the questionnaires provided by the University are to be used for this purpose. Each faculty member shall be offered the opportunity to present to the Personnel Committee any other evidence indicating the quality of his or her instruction. This evidence may include all information the faculty member feels is helpful to his case. For example, student evaluations as well as reports on faculty visitation, preparation of special teaching materials, successful teaching techniques, supervision of theses and dissertations, may be included among the evidence. This material should be presented to the Personnel Committee by October of each year.

#### 4. Implementation of Promotion for Specialized Faculty

Faculty members in specialized faculty positions qualify for promotion to the next higher rank based on satisfaction of the minimum College and University requirements for that rank and on demonstrated performance above the minimum satisfactory level in their areas of assigned duties.

In the specific case of specialized teaching faculty promotions, each faculty member shall be evaluated on the basis of classroom teaching and instruction outside the classroom. Student evaluations and faculty visitation are an integral part of assessing classroom teaching merit. Each faculty member shall be offered the opportunity to present to the Personnel Committee any other evidence indicating the quality of his or her instruction, such as preparation of special teaching materials, successful teaching techniques, supervision of theses, honors, and awards. Candidates are expected to be active in Department, College, and/or University committees, student counseling and the like. Peer dissemination of improved practices in classroom teaching is encouraged but not required for promotion to the next higher rank.