

A. Statement of Purpose

Like its peers, Auburn University's Department of Art & Art History seeks excellence from its faculty. It recognizes the need to identify guidelines and expectations for the promotion and tenure of its faculty. This document outlines the criteria and procedures to be used in the Department of Art & Art History for promotion and tenure of faculty. The standards described, while specific to the disciplines, are intended to be consistent with, and supportive of, both the University's tenure and promotion guidelines (see Auburn University Faculty Handbook, Chapter 3, section 11 and those of the College of Liberal Arts). These guidelines will be reviewed periodically and revised/ updated as the department sees necessary.

The Department of Art & Art History has two areas of instruction and research: studio art and art history, and these areas have inherent differences. Moreover, the Department values and promotes a diversity of practices within each of those areas in accord with its mission to educate students about the full breadth of the art world. Therefore, guidelines have been established for research in each respective area. In Art History, peer-reviewed publications are the primary and most-highly valued means of disseminating research. In the disciplines of studio art, peer-reviewed design commissions and exhibitions of creative works are the primary means of measuring research productivity. In both disciplines, peer-reviewed conference presentations as well as invited lectures are also significant evidence of research, but are not valued as highly.

B. General Guidelines for Academic Rank**1. *Appointment As Assistant Professor***

It is expected that the appointee shall hold a recognized terminal degree in a field of specialization. In the areas of studio art, the recognized terminal degree is the M.F.A. In art history, the recognized terminal degree is the Ph.D.

The appointee is expected to show potential for excellence in the areas of teaching, creative work and research, outreach, and service and should demonstrate superior achievement in at least one of these areas. An Assistant Professor is expected to possess or be in the process of building, an outstanding reputation in the state through vigorous professional activity on campus and on a statewide level.

2. *Promotion To Associate Professor*

There is no fixed requirement for years of service at a given rank before a faculty member can be promoted or tenured. However, the qualifications for tenure or for promotion to associate professor generally cannot be demonstrated fully in less than five complete years of service; promotion to professor cannot be demonstrated fully in less than four complete years on full-time appointment at the associate professor level. Only in exceptional and well-documented cases, in which a faculty member has met all requirements for promotion and/or tenure in a shorter time, should they be recommended for promotion and/or tenure before meeting these standard expectations for completed years in rank.

The norm for consideration of candidates for tenure and promotion to associate professor is therefore during the sixth year of appointment. A candidate must be considered for tenure during their sixth year if they have not been granted tenure earlier and have not waived consideration. Under no circumstances should the length of the probationary period exceed seven years of full-time service

except where the faculty member has agreed in writing that a year in which the faculty member qualified for leave under the Family and Medical Leave Act (FMLA) or took leave without pay will not count toward the probationary period. The written agreement must be received by the provost within the probationary year in which the extension is requested.

Appointment or promotion to the rank of Associate Professor is predicated on a record of sustained and progressive professional development in the areas of teaching, creative work and research, outreach and service, with a record of superior accomplishment in at least two of these areas, and the demonstration of a candidate's potential for further accomplishment.

The candidate for Associate Professor must also demonstrate evidence of an emerging national reputation in the area of specialization. Evidence of emerging national recognition for research in the form of publications such as a book, exhibition or book reviews, and articles in regional, national and international journals; a critic's review of work in an exhibition; invitations to publish or speak; papers presented at conferences on the regional, national, and international level; organization of regional, national, and international conferences; participation as session chair for such conferences; citations, awards, grants, and other evidence of the candidate's research and growing reputation must convincingly document his or her level of achievement.

3. Promotion To Full Professor

Appointment or promotion to the rank of Professor is predicated on fulfillment of all qualifications at the rank of Associate Professor, qualities of leadership and further significant contributions in a candidate's area of specialization, a distinguished record of achievement in each of the areas of teaching, research and creative work, outreach, and service, and vigorous professional activity of high quality over a sustained period of time.

The candidate for Full Professor must also demonstrate evidence of an established national reputation in the area of specialization. Evidence of an established national recognition for research in the form of publications such as a book, exhibition or book reviews, and articles in national and international journals; a critic's review of work in an exhibition; invitations to publish or speak; papers presented at conferences on the national and international level; organization of national and international conferences; participation as session chair for such conferences; citations, awards, grants, and other evidence of the candidate's research and established reputation must convincingly document his or her level of achievement.

4. University Guidelines

Auburn University's complete tenure and promotion guidelines can be found in Chapter 3 of the Faculty Handbook located at: <http://www.auburn.edu/academic/provost/handbook.html>

Each faculty member's scholarship will be reviewed for promotion and tenure on the basis of (1) teaching; (2) research/ creative activity; (3) outreach; and (4) service, according to the percentage appointment of each faculty member. [Outreach is an option for faculty scholarship. Outreach is not required of all faculty, but is required of faculty who have a portion of their time allocated to outreach efforts. Outreach activities must be documented regarding significance and contribution.]

Meeting the research criteria does not in and of itself guarantee promotion and tenure. Candidates must present evidence of balanced professional development in the other areas of activity: teaching, service and/or outreach.

5. Tenure Decisions

The criteria for attainment of tenured status are described in the Faculty Handbook. Candidates for tenure in the Department of Art & Art History are normally considered at the same time for promotion to the rank of associate professor; the recommendations are linked, in that favorable recommendation for

tenure, with its more extensive requirements, presumes favorable recommendation for promotion to the rank of associate professor.

The candidate should work in a collaborative and cooperative manner with other faculty in the areas of teaching, research and service to advance the mission of the department, college and university.

C. Department of Art & Art History Criteria for Tenure and Promotion

1. Relationship between the Department of Art & Art History Annual Review Guidelines and Promotion and Tenure Guidelines

The Department of Art's Annual Review Guidelines lists and ranks the broad range of possible research activities a faculty member will engage in from year to year. While all research endeavors are valuable, for tenure and promotion, the candidate needs to produce a portfolio work that adheres to the following requirements and guidelines. These P & T guidelines, specific to each field of research in the Department, emphasize high-quality endeavors, and refer to the highly-ranked items in the Annual Review Guidelines, such as peer-reviewed exhibitions and publications. Candidates who fail to produce highly-ranked research, and instead focus on research activities that are less valued, will not achieve tenure and/or promotion. For instance, a candidate may present ten different papers at peer-reviewed conferences as a means of trying out new ideas and disseminating new research, but until those papers are published as peer-reviewed articles, they have little value for P & T. Or, an artist might participate in several local exhibitions as a step along the way to increase his/her profile and achieve national exhibitions, but these local shows have little value for P & T.

2. For Promotion to Associate Professor

A. Teaching

Because of Auburn University's "concern for good teaching" (*AU Faculty Handbook (Chap. 4.1)*), teaching effectiveness is an important consideration in the promotion and tenure process. More than *adequate* teaching is expected. Faculty members should develop a teaching portfolio as part of their dossier submitted for annual and third-year review (see the Annual Review Guidelines); an abbreviated version of this is submitted for Promotion and Tenure decisions, according to University guidelines.

Continued commitment to teaching is an important component of the Department of Art's criteria for promotion and tenure. Teaching includes not only formal classroom instruction but also advising and mentoring of students. Teaching environments within the Department include large lecture halls, studio spaces, traditional classroom settings and field experiences in the community; these differences should be considered when evaluating teaching.

The faculty under review should develop a teaching philosophy, and address how they integrate their research and scholarship into the classroom. Course syllabi should demonstrate a logical organization and progression of course content. Course content should reflect the level of the class, and become progressively more demanding for upper-division courses. Faculty should showcase any teaching innovations they employ in the classroom, such as use of technology, organizing field trips or special events, and so forth. Effectiveness in teaching is reflected by student learning and improvements in the learning environment and curriculum. On the basis of peer reviews, student ratings, letters from alumni, awards, participation in departmental and/or college or university activities related to teaching, and pedagogical conferences and workshops, the candidate must show clear excellence and effectiveness as a teacher in the classroom or studio, in student advisement, and in other forms of instruction involving students.

Candidates whose record reflects difficulty in teaching must document the steps that they have taken to address these problems, and the record of peer evaluations and student ratings should reflect

improvement.

The candidate should work in a collaborative and cooperative manner with other faculty in the area of teaching to advance the mission of the department, college and university.

B. Research

Research, scholarly or artistic activities are those activities that lead to the production of new knowledge; to increased problem-solving capabilities, including design and analysis; to original critical or historical theory and interpretation; or to the production of art or artistic performance.

Merit in the activities of this category should be documented by the record of accomplishment, including publications, commissions, inventions and works of art; the record of recognition, including awards, prizes, honors from professional societies, exhibitions and critical reviews of publications, artistic production and research proposals; and the considered opinions of outstanding experts in the candidate's field, both inside and outside the University.

The candidate should work in a collaborative and cooperative manner with other faculty in the area of research/creative activity to advance the mission of the department, college and university.

1. Studio Art

A studio artist is expected to present significant evidence of professional creative work, research, scholarship, and design activity that results in regional, national, and/or international visibility for an individual or group of faculty members.

The most common means by which this work is evaluated for tenure and promotion consideration is its acceptance into solo or group exhibitions, juried and/or peer-reviewed productions, screenings, and broadcasts (including web-based, networked, distributed forms, installations, and performances) of recognized quality at the regional and national level. *Regional* is defined by exhibitions, reviews, and venues where the work is juried or selected from a regional pool of artists and the audience is principally regional in scope, whereas a *national* exhibition is selected from a pool of artists having either a national audience or national reach through the reputation of the venue or through publications. The level and scope of the exhibition is also demonstrated by acceptance rates, geographic range of applicants, and professional reputation of jurors or curators. National venues may include private galleries, university galleries, art centers or museums across the country as recognized by experts in the field of specialization. While the criteria for establishing a national record is often includes participation in exhibitions outside of the Southeast, when these criteria are met, the exhibition is considered national even if it is located within the geographic region. It is the responsibility of the applicant to demonstrate the significance and quality of the exhibition.

While the range, type, and relative ranking of primary and secondary venues for sharing the fruits of academic research are more widely recognized in established disciplines, venues are often new, experimental, and fluctuating in emerging disciplines and practices. New media, for example, may be specifically employed to challenge and redefine the very notion of venue, or employ different forms of dissemination. Furthermore, while the length or scope of a finished work typically factors into consideration of its significance, such measurements are not always indicative of the effort required to complete a given work of new media. The circumstances of these emerging practices require candidates in those fields in particular to articulate the visibility and influence of the venues where work was presented, the importance of artists and curators involved with the venue, and the level of its programming.

The expected number of exhibitions will vary depending on the candidate's medium, the scale and

complexity of the work or design, the number of works included in each exhibition, as well as costs involved in production, distribution, and exhibition. For the rank of associate professor, a studio faculty member should generally demonstrate a record of consistency and growth that indicates an emerging stature at the regional or national level. A candidate for associate professor would normally be expected to have had approximately:

- An average of 2-3 *group* exhibitions per year, or 12-15 exhibitions, at the regional and national level to qualify for promotion and tenure. At least 6 of these exhibitions would be expected to be at the national level.
- Two *solo* exhibitions at the regional or national level at an art center, university gallery, private gallery or museum.

In addition to exhibitions, the following professional projects may also be considered as part of the documentation of the candidate's research when they result in regional, national and/or international visibility. As in the case of exhibitions, it is the responsibility of the candidate to demonstrate the significance and quality of the activity.

- Refereed publications by the candidate including monographs, articles, artist books, or proceedings.
- Purchasing, optioning, or licensing of a media object or method by a significant third party
- Successful patenting of a significant media object or method
- Grants
- Commissions
- Competitive artist residencies
- Published reviews, citations, catalogues, articles, books, and interviews addressing the artist's work written by authorities in the field
- Published catalogues, book reproductions, or illustrations of the candidate's work,
- Inclusion of creative research in public and private collections
- Visiting artist lectures
- Papers, lectures, or poster presentations at regional or national conferences. Curatorial or editorial projects
- Consulting work

Regardless of the type of professional project, in cases of shared authorship, the candidate is responsible for clarifying the nature and relative importance of each individual's contribution. Whenever possible, such projects should indicate the percentage of the candidate's contributions.

While the above list of research activities, with indications of evaluative criteria, provides examples of activities that might be undertaken by faculty, it neither excludes other worthwhile endeavors, nor assumes faculty will participate in all of the categories. While these examples indicate typical expectations, the particular nature of the candidate's work will influence expectations of its production and presentation, and no single requirement can be seen as universal. The tenured faculty will have the discretion to make judgments on the basis of quality over quantity when the particular research records warrants such an exception.

2. Art History

Because peer-reviewed publications are the standards in the field of art history for promotion, substantial, high quality and well-placed publications are the research goals for the art history candidate.

Book publication is the most important means by which art historians present the results of research.

Acceptance for publication of a first book by a rigorously refereed press, university, academic or commercial, is, therefore, an important benchmark on the road to promotion and tenure. Ideally, a candidate coming up for promotion would have a book in print, but at minimum a candidate should be able to present proof that his or her book manuscript is in the publication schedule of a reputable press. This could be demonstrated by a contract to publish, based on outside reviews of the entire drafted manuscript. In such cases, the department shall request copies of the reader's reports on the manuscript as well as the candidate's responses to the reports; the candidate will also make the full manuscript available for review within the department. Letters of intent to publish and preliminary book contracts, based on less than the full manuscript, do not satisfy this requirement.

Publishing houses considered in the field to be "vanity presses" are not acceptable outlets for publication. In cases when there may be dispute about the press, its referee process, etc., the tenured faculty shall designate one or more scholars in the candidate's field to evaluate the quality of the publication and the reputation of the candidate's scholarship.

When overwhelming evidence of the significance of research is demonstrable, several substantial and peer-reviewed articles in major journals in one's field, museum catalogues, or edited volumes may be substituted for book publication.

Usually editing a collection of articles or a museum catalogue or co-authoring book will not be considered equivalent to a single-authored book, although these endeavors count more than a single article. If the candidate has edited a volume or catalogue or co-authored a book, s/he would need to have also published a few substantial and peer-reviewed articles in major journals, museum catalogues, or edited volumes to meet the publication requirement.

In rare cases, however, a particularly influential edited work or catalogue that required extensive research, analysis, and writing might be considered as equally meritorious as a monograph.

Professional honors and awards, grants, invitations to lecture or publish, and regional, national, and international conference papers can demonstrate the scope of the candidate's reputation.

C. Outreach

Outreach refers to the function of applying academic expertise to the direct benefit of external audiences in support of university and unit mission. Faculty should consult the Faculty Handbook for specific guidelines of what constitutes outreach for promotion and tenure consideration.

Examples of outreach include, but are not limited to the following: Community and regional based class projects; Participation on community advisory boards/ groups; Expert advice to city/ state/ non-profits; Supervision and/or participation in community projects and/or organizations; Training of professionals in specialized skills/ knowledge; Provision of continuing education credit; Organization of a state, regional, national or international conference.

Faculty with a portion of their appointment allocated to outreach (as determined in the annual meeting with the Department Head) need to document their outreach activities in their dossier as detailed in the Faculty Handbook.

Auburn University' Office of the Vice President for University Outreach defines Outreach Scholarship as "The dissemination or application of knowledge [gained] through outreach activities. This includes authoring articles, book chapters, reports or other publication reflecting one's outreach experience, the development of curricula informed by outreach activities, etc." Such scholarship that stems from outreach can thus be assessed under "Research."

The candidate should work in a collaborative and cooperative manner with other faculty in the area of outreach to advance the mission of the department, college and university.

D. Service

All faculty are expected to contribute service to the University as prescribed in the Faculty Handbook. Additionally, faculty may contribute to their professions beyond the University, for instance in professional associations or by completing editorial work for journals and publishers.

Successful candidates for promotion to associate professor and/or for tenure are expected to attend departmental meetings, and to complete area specific service, including shared maintenance of teaching resources, curriculum development, and evaluation of area and departmental objectives and direction. It is the understanding that Assistant Professor should complete service on the departmental level, and begin to engage in service outside the dept., such as in interdisciplinary committees or committees on the College and University level that are not deemed too controversial for pre-tenure faculty.

Within the University service activities can include: Departmental, College and University committees and activities; Organizing, coordinating, administering, or maintaining curricular programs, academic departments, campus organizations, or university/events; Recruiting and mentoring new faculty and students; Developing new academic programs; Identifying and writing grant proposals and fundraising for department activities. Beyond the University, service can include: Leadership positions in professional associations; Committee work for professional associations; Organizing, coordinating, or administering professional presentations, projects, or events; Professional writing and/or editing of journals, newsletters, etc; Serving on committees, task forces, review and advisory boards, councils; Identifying and writing grant proposals and fundraising for professional association activities; Consulting.

Faculty should identify their service activities in their dossier, making note of “distinctive contributions” in accordance with the Faculty Handbook. Documentation of the service activity would generally include: Description and records of the service activity; How service activity was compatible with University, College, and Department mission; Role of faculty member in service activity; Impact, Evaluation, Recognition of activity; Activities and Products; Documents generated as a result of committee assignments; Appointment papers to leadership positions – professional organizations; Letters, memoranda from colleagues.

The candidate should work in a collaborative and cooperative manner with other faculty in the area of service to advance the mission of the department, college and university.

3. For Promotion from Associate Professor to Professor

A. Teaching

For promotion to full professor, candidates must demonstrate a continued commitment to good teaching, as outlined above. Candidates are expected to continue to integrate teaching innovations into the classroom, develop curricula in their respective areas, and provide sound advisement to students.

The candidate should work in a collaborative and cooperative manner with other faculty in the area of teaching to advance the mission of the department, college and university.

B. Research

The candidate should work in a collaborative and cooperative manner with other faculty in the area of research/creative activity to advance the mission of the department, college and university.

1. Studio Art

A studio artist is expected to present significant evidence of involvement in creative work in his or her discipline. The primary means by which this work is evaluated for tenure and promotion considerations is

its acceptance into solo or group exhibitions of recognized quality at the national level. National is defined by exhibitions, reviews and venues where the work is juried or selected from a national pool of artists and the audience is principally national in scope. The level and scope of the competition based on such data as the number and geographic range of applicants is one way in which a candidate can document the status of a particular venue. Part of the definition of establishing a national record is regularly participating in exhibitions outside of the Southeast, and in venues that have been selected by nationally recognized jurors or curators and/or held at reputable galleries, art centers or museums across the country as recognized by peers in the field of specialization.

Grants for creative work, commissions and all other creative projects may also be categorized as national depending on the client, location and process of selection. Reviews, catalogue reproductions, articles and books of an artist's work are also part of the evidence used to judge the stature of a candidate's work as an artist and/or designer. Papers delivered at national and international conferences, inclusion in public and private collections, artist residencies, visiting artist lectures and other public presentations will also be considered as part of the candidate's evidence of recognition. The expected number of art exhibitions may vary depending on the artist's medium, the scale and complexity of the work, and the number of works included in each exhibition. Solo exhibitions or smaller group shows should also be given more weight and a candidate seeking full professor should demonstrate clear evidence of the creation of significant bodies of work through closely curated exhibitions of multiple works.

A studio faculty candidate for full professor must present convincing evidence of high levels of attainment at the national level in the area of their assignments. For the rank of professor, a studio faculty member must show convincing evidence of their stature through significant exhibitions, critical reviews and/or grants and professional honors. A candidate for full professor would normally be expected to have the following:

A record of 15-25 exhibitions since the last promotion and 3 solo exhibitions at the national or international level at an art center, university gallery, private gallery or museum.

These are normal expectations; the particular nature of the candidate's work will influence expectations of its production and presentation, and no single requirement can be seen as universal. The full professors on the art faculty will have the discretion to make judgments on the basis of quality over quantity when the particular research records warrant such an exception.

Professional honors and awards, grants, commissions, selected artist residencies and/or special projects at the national or international level will also be considered as evidence of attainment, as will published reviews, and catalogues and/or catalogue reproductions of the candidate's work, visiting artist lectures, and papers/lectures presented at regional or national conferences. In addition to exhibiting art, studio careers may also encompass curatorial projects, refereed publications, web projects, consultancies, and collaborative projects with other artists, architects, designers, critics, and historians, among others.

2. Art History

A second book, or a comparable combination of several co-authored books, edited volumes or museum catalogues, and/or peer-reviewed articles in major journals, edited volumes, or museum catalogues constitute the basic research credentials for promotion to Full Professor.

Professional honors and awards, grants, invitations to lecture or publish, and national and international conference papers can demonstrate the scope of the candidate's reputation.

C. Outreach

Candidate for promotion to Professor who have Outreach as part of their allocation are expected

to further develop their outreach endeavors (as outlined above). Publications, curricula, and reports related to Outreach can be assessed under “research.”

The candidate should work in a collaborative and cooperative manner with other faculty in the area of outreach to advance the mission of the department, college and university.

D. Service

Successful candidates for promotion to professor are expected to attend departmental meetings, and to complete area specific service, including shared maintenance of teaching resources, curriculum development, and evaluation of area and departmental objectives and direction. They will also have taken on further responsibilities in terms of work on Departmental, College and/or University standing and ad hoc committees. Leadership in professional organizations helps meet the service criteria contributing to the discipline on a regional, national, and/or international level.

The candidate should work in a collaborative and cooperative manner with other faculty in the area of service to advance the mission of the department, college and university.

D. Procedures for Tenure and Promotion

1. Tenure Dossier

All faculty candidates for tenure and/or promotion must submit a dossier complete with the information requested in the Faculty Handbook (Ch. 3.11.C. 2). Faculty who come to Auburn University from another university or professional practice can have prior peer-reviewed scholarship and creative activity count toward promotion and tenure as prescribed in the Faculty Handbook.

2. External Peer Review

External peer review of scholarship, along with Department Chair and faculty review, is the suggested method for assessing achievement. The external peer review process should follow College and Provost guidelines found at:

<https://cla.auburn.edu/faculty/faculty-resources/promotion-and-tenure/>
<http://www.auburn.edu/academic/provost/guidelines.html>

E. Timeline

Each year, the Provost’s Office establishes the Timeline for Applications for Tenure and Promotion.