**Appendix 1**

**English Department Tenure and Promotion Guidelines**

**Tenure Line Faculty**

**October 27, 2010**

**Promotion to Associate Professor with Tenure**

Faculty evaluation for promotion and tenure will be based upon a continuing record of high quality, effective teaching and advising at multiple levels of instruction; substantive, original and

innovative scholarship, and effective service. Candidates should also familiarize themselves with the University’s criteria for tenure and promotion, accessible at <http://www.as.uky.edu/Admin/Faculty/Review/fac_review_rts.html> (College of Arts and Sciences) and http://www.uky.edu/Regs/AR/ (University). Candidates are required to provide complete, good-faith information in and about their tenure file.

Scholarship

The successful candidate for promotion and tenure must demonstrate substantive, original,

innovative intellectual contributions to scholarship through publication or dissemination of

research in appropriate peer-reviewed venues. Faculty must demonstrate that they have

established an independent research agenda and a long-term trajectory for their research. The

candidate must show evidence of a sustained, long-term commitment to scholarly research and

publication. Research may be defined in a variety of ways within the broad fields of literary studies and cultural studies, but it should result in an original contribution to scholarship.

Because English is a diverse, changing field and the Department includes many subfields, no

single hierarchy of presses and journals can be specified. While the quality and significance of

published work are more important than the place of publication, the Department strongly

encourages its members to publish in selective outlets that are highly regarded within (and

preferably beyond) their subdisciplines. The applicant’s scholarly record should consist primarily of work that is peer-reviewed. For outlets in which the extent of peer review may vary, such as electronic sites and essays in edited collections, the Department may solicit information about the review process. Normally, work published while the candidate was in graduate school will not be considered. All candidates for promotion and tenure must demonstrate that s/he has established an independent research profile.

The research record will generally take one of two forms. In one form, a standard profile consists of the publication of a scholarly or creative book (e.g. a novel, full-length collection of short stories, or full-length book of poems), with a major, respected press, generally accompanied by a small number of scholarly articles and/or creative pieces. The candidate must provide evidence of full, unconditional acceptance of the book; a contract based on an incomplete manuscript or contingent upon substantial revisions will not fulfill the research requirement. Whether or not a candidate publishes a version of the dissertation, s/he must demonstrate what research, writing, and publishing has been done during the probationary period. In the case of a coauthored book, the candidate must demonstrate the extent of the collaboration.

In the other form, candidates may present a series of scholarly articles or short creative works (e.g. poems, essays, plays, screenplays, or short stories) equivalent to a book in substance, published in selective, peer-reviewed outlets in the case of scholarly and academic publications, and in demonstrably selective venues in the case of creative works. In some subfields this may be the preferred form of publication. This second path is a legitimate one for tenure, if quantity and quality are substantial. Candidates choosing to present a series of articles and/or other substantial peer-reviewed materials should explain how the group of works expresses a coherent scholarly or creative trajectory.

A scholarly book usually means a monograph, but major editorial work may be considered as a substantial portion of the portfolio, along with other evidence of research such as a series of published articles. Editorial work should conform to internationally-recognized scholarly standards (such as the official guidelines provided by the MLA Committee on Scholarly Editions), and should constitute a ground-breaking achievement in the author’s field. Major editorial work is understood to mean the preparation of a substantial scholarly edition of a primary work or works, with annotation and scholarly apparatus. In such cases, it is the candidate’s responsibility to show that the editorial work is roughly comparable in terms of achievement, importance and impact to a scholarly monograph.

The Department recognizes certain types of high-quality digital research and publication as significant, which may comprise a substantial portion of the tenure and promotion portfolio, provided that the work can be shown through peer review to make a substantive and original contribution to scholarship.

In the fall semester of their second year (or in the fall of their first year at UK in the case of appointments with prior experience elsewhere), assistant professors should meet with the chair and their department mentor to discuss their research plans, decide on which option suits them and their work best, and formulate strategies for completion.

Candidates taking either path may also show evidence of sustained scholarly and/or creative

activity in other ways such as editing books and special journal issues, and writing textbooks. In

addition to these publications, other forms of professional engagement such as delivering

conference papers and refereeing professional publications are also relevant. However, while all

of these contributions amplify a candidate’s file, they do not substitute for scholarly and/or

creative work published by respected journals and presses.

Teaching

All applicants must demonstrate high-quality, effective teaching and academic advising at both

the undergraduate and graduate level. Effective teachers in the Department of English must show

concern for their students’ academic success, encourage students’ interest in the subject and

expect substantial accomplishment from them, successfully communicate their knowledge to

students, respond to student work constructively and grade it fairly, and make themselves

accessible to students. Evidence of effectiveness includes strong teaching evaluations and

documentation of challenging, useful, and carefully designed courses that reflect the current state

of knowledge in their field. The Department will also take account of other contributions to

instruction such as planning and teaching new courses, transforming seminars into large lecture

courses due to University needs, and training graduate teaching assistants.

Service

Although the service responsibilities assigned to assistant professors are generally modest, it is

required that all faculty members contribute conscientiously to the collective growth and

development of the Department, College and University.

**Promotion to Full Professor**

Research

Candidates must have achieved a substantial research record in the form of a book, a series of

articles, or a series of creative pieces as described above, to have been produced after tenure was

conferred, and must show the promise of continuing productivity. The candidate should also

demonstrate a firmly established national reputation well beyond what is expected for tenure. Major editorial work and/or digital scholarship, as described above, may also be considered as a substantial portion of the research portfolio.

Teaching

Candidates must demonstrate sustained teaching excellence as described above. If appropriate to

their subfield, they should also demonstrate involvement in the graduate program by teaching

graduate classes, chairing and/or serving on graduate committees, and guiding graduate students

to the successful completion of their degree.

Service

The candidates for promotion to full professor are expected to contribute more to the service

mission than probationary faculty, and it is expected that these contributions will extend beyond

the Department.