

Department of Mathematics and Statistics

Faculty Standards for Rank, Tenure, and Promotion

The standards described within this document shall be used to evaluate faculty applications for promotion and tenure in the Mathematics & Statistics Department. We describe general standards for the ranks of Assistant Professor, Associate Professor, and Full Professor, as well as specific activities to be documented and evaluated during the promotion process. It should be understood that standards and criteria in this document are intended to be consistent with the UFV Principles for the Establishment of Faculty Standards and Criteria for Tenure and Promotion as well as the Guidelines and Minimum Requirements for Academic Rank approved by the Faculty Standards Committee.

General Standards for Ranks

The standards given here are for the minimum rank listed. Criteria listed for higher ranks are in addition to the criteria for lower ranks.

Assistant Professor:

- Holds doctorate in mathematics, statistics or a closely related field
- Shows excellence and enthusiasm in teaching a mathematical or statistical curriculum that is modern, accurate, and consistent with departmentally approved learning objectives
- Shows potential and commitment to engage in scholarly activity
- Participates in institutional and community service, particularly at the departmental level

Associate Professor:

- Demonstrates advancement, innovation, and excellence in teaching
- Acts as a mentor to students
- Contributes significantly to the strategic directions of the institution
- Creates and maintains departmental curriculum and programs
- Plays a *significant* role in university service and community service, including participation in community outreach.
- Maintains a record of sustained and meaningful service
- Maintains a record of sustained and productive scholarly activities

Full Professor:

- Has a consistent record of outstanding teaching.
- Acts as a mentor to junior faculty
- Leads departmental initiatives and promotes its mission
- Has developed a reputation for excellence in scholarly activity, nationally and internationally
- Plays a *leadership* role in university, academic, and community service, including community outreach.

The general standards are to be evaluated by means of documenting specific activities. We divide the activities into those that are *mandatory* and those that are *additional*. The *mandatory* activities are expected of all faculty members applying for promotion, while those listed as *additional* are intended to provide supplementary weight to applications based on individual strengths. Further, we allow for the possibility that activities which are not specifically mentioned in this document, but are closely related to these activities, may also be considered as valid contributions towards promotion. Many duties performed by faculty members can be engaged at different levels. These standards make use of the terms *participatory role*, *significant role*, and *leadership role* to describe three levels of engagement. As an example, roles in an outreach event might be *participatory* (attending and participating on the day of the event), *significant* (organizing or planning some aspect prior to the event), or *leadership* (launching or organizing the event as a whole). Again, we would consider engagement at a level beyond that expected at a given rank to be considered as *additional* activity.

As per the UFV Collective Agreement Article 18.1, we recognize that the duties and responsibilities of the teaching faculty fall into three categories. The categories are teaching, service and scholarship, and we outline standards for each category. Furthermore, under the defined procedure for tenure and promotion (Collective Agreement Appendix), the evaluation of faculty is to be comprised of 60-70% teaching, 10-30% service, and 10-30% scholarship. The weights shall be reflected in these standards by the inclusion of more or less of the *additional* activities listed.

Mandatory activities at higher ranks are again to include those listed for lower ranks. Lower ranks may of course choose to engage in activities listed as *mandatory* or *additional* for higher ranks.

Teaching Activities

The following teaching activities are all *mandatory*, and expected of all faculty members:

Assistant Professor:

- Engages in professional development related to teaching
- Conducts meaningful reflection and self-evaluation towards better facilitating student learning
- Shows enthusiasm in the subject matters and actively engages students in learning
- Gives prompt evaluation of written work, which includes personalized feedback
- Plays a *participatory role* in developing new courses and programs
- Plays a *participatory role* in curriculum review and development

Associate Professor:

- Investigates new classroom techniques, technology, or pedagogy, towards ongoing improvement in the quality and effectiveness of instruction
- Plays a *significant role* in developing new courses and programs
- Plays a *significant role* in curriculum review and development

Full Professor:

- Engages in the teaching community outside of UFV
- Develops innovative curriculum or teaching methods and shares these with community inside and outside of UFV
- Plays a *leadership role* in developing new courses and programs
- Plays a *leadership role* in curriculum review and development
- Receives consistent reports of high teaching performance on evaluations, representing all levels of courses and time periods taught at UFV.

Additional (non-mandatory) teaching activities include, but are not limited to:

- Augments student mentoring activities through supervision of student-led groups
- Augments student mentoring activities through supervision of independent studies, directed studies, or honors courses
- Augments student mentoring activities through supervision of work-study students
- Creates resources and programs to support teaching
- Integrates research projects into teaching
- Introduces novel elements into teaching

Service Activities

The following service activities are all *mandatory*, and expected of all faculty members:

Assistant Professor:

- Plays a *participatory role* in department meetings, functions, and committees
- Undertakes articulation and transfer assessment as needed by the department

Associate Professor:

- Plays a *significant role* in departmental meetings, functions and committees
- Plays a *significant role* on university committees, task forces, program working groups, etc.
- Provides service at regular university functions such as orientation, convocation, information sessions etc.

Full Professor:

- Serves a *leadership role* in department meetings functions and committees
- Mentors sessional and new faculty

Additional (non-mandatory) service activities include, but are not limited to:

Associate Professor:

- Engages students in volunteer activities
- Maintains department or other university websites
- Serves on SACs and/or IPECs
- Serves at the Advice Center
- Plays a *significant role* in the FSA
- Plays a *participatory role* in outreach events
- Serves a *participatory role* on professional committees at regional or national level
- Serves as a reviewer of scholarly work
- Serves as a scholarly resource to the community, providing expert commentary, information, and/or analysis

Full Professor:

- Serves on external review committees
- Serves a *significant* or *leadership role* on professional committees at regional, national, or international level
- Serves as administrator (e.g. department head)
- Plays a *leadership role* in community outreach
- Conducts presentations or lectures at community functions
- Plays a *leadership role* in the FSA
- Serves on editorial boards

Scholarly Activities

Scholarly activity is *mandatory*, but no single specific activity is required of all faculty members. Each faculty member must engage in at least some of the following scholarly activities:

- Produces traditional scholarly products in the form of peer-reviewed publications (articles, books, monographs, etc.)
- Takes courses or workshops to increase expertise required for scholarly project
- Presents at conferences or invited talks
- Supervises students conducting research, independently or as part of a course
- Establishes collaborative partnerships
- Engages in the scholarship of teaching and learning

Assistant Professor:

An Assistant Professor will show commitment and potential in any of the activities listed above.

Associate Professor:

An Associate Professor will engage in any of the scholarly activities listed above, as part of a program of scholarship which is ongoing and productive, evidenced by achievements, activities and appointments such as the following:

- Earns awards for scholarly activity
- Procures grants for scholarly activity
- Receives invitations to speak at conferences
- Collaborates with academics outside of UFV
- Collaborates with academics in other disciplines
- Facilitates successful student output such as publications, posters, and presentations
- Serves as a peer reviewer for (one or more) journals
- Serves on (one or more) grant selection committees
- Serves as an editor of (one or more) publications

Full Professor:

A Full Professor will engage in any of the scholarly activities listed above, as part of an ongoing and productive program of scholarship which is recognized nationally and internationally in disciplinary forums, and which involves several of the achievements, activities and/or appointments listed above.