

Promotion & Tenure (P&T) Panel for Tenured Faculty Seeking Promotion to Full Professor

March 12, 2025
3:00 - 4:15 PM

What is the UD ADVANCE Institute?

- Founded by an NSF ADVANCE Institutional Transformation award
- Currently funded by the provost's office
- Core work involves development and dissemination of research-based initiatives for faculty advancement and success.
- Programs and initiatives are for all faculty



Introductions

Heather Doty

- UD-ADVANCE Co-Director, Mechanical Engineering

Ann Bell

- Professor, Sociology & Criminal Justice

Rebecca Davis

- Miller Family Early Career Professor of History

Constanze Liaw

- Professor, Mathematical Sciences



Written Documents and Resources

- Faculty Handbook (FHB) [Section 4.4](#)
- College and Departmental Documents
 - available on [Faculty Affairs website](#)
- Provost's Office Resources ([on website](#))
- UD ADVANCE ([P&T resources on website](#))
 - Handbook: Faculty P&T Guidelines
- [UD ACHIEVE Program](#)
- Center for Teaching and Assessment of Learning ([CTAL](#))
- Sample dossiers from colleagues



Thinking Ahead: Planning for P&T

Establish a broad timeline for:

- declaring your intention to go up for promotion
- submitting materials for external reviewers
- submitting full dossier
- letter writers

Review P&T documents and calibrate norms



Preparing Your Dossier

- Make your dossier well-organized and user-friendly
- See Provost [P&T Memo](#) for e-Binder organization
- Required elements (FHB 4.4.11) include:
 - Research, teaching, service statements
 - Workload statement (often a few sentences)
 - Covid Impact Statement
- Evidential materials: Include only those elements that were not included in your dossier for promotion to associate professor.



Research & Teaching Statements

- Evaluators will be assessing the impact and overall trajectory of your work.
- Your statements provide an opportunity for you to tell your audience about the significance of your work.
- As you prepare your narratives, reference standards as spelled out in written documents.



Research & Teaching Statements

Keep your audience(s) mind.

Ex.: External Letter Writers vs University Committees

They should be:

- brief and to the point
- visually friendly (consider figures, tables, etc.)
- in the form of a narrative and should contain supporting evidence or examples



External Letters

External letters serve as an external measure of impact

- Strong letter can go a long way towards a successful promotion case
- Letters can be especially useful for those whose research area or methods are unfamiliar to other members of their department



The Selection of External Letter Writers

- FHB ([§4.4.12](#)) contains broad description of the process
- Reference your departmental and college documents
- Discuss the process with your chair or senior colleagues
 - Number of letters expected
 - The selection process
 - Materials to submit and timeline for submitting them



The Selection of External Letter Writers

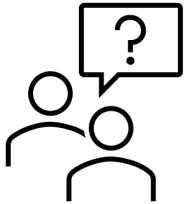
You will have some opportunity for input. In that event:

- It is useful to have letter writers from top ranking institutions, but pedigree is not all that matters
- Letters should come from faculty who are widely recognized as experts in their (and your) field
- Consider people who know your work, but don't have an association with you that may disqualify them



Q&A: Timeline to Full Professor

- Average timelines for seeking promotion to full professor vary widely by discipline.
- Talk to colleges in your department and college to learn more about your disciplinary norms.

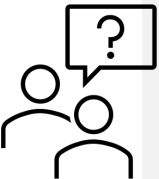


How did you decide when to go up for full professor?
What is the importance of long-standing record of professional reach?

Q&A: The Path to Full Professor

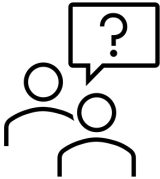
How is applying for promotion to professor different from applying for tenure and promotion to associate professor?

- In what ways are the evaluation standards different?
- Should I be doing *more* of the same as was required for tenure, or thinking about *different kinds* of research/service/teaching?
- Can I use the same letter writers?
- How are peer evaluations of teaching viewed in the promotion to full professor?
- Other questions?



Q&A: The Path to Full Professor

Can you suggest strategies for demonstrating an international reputation or leadership in one's field?



Q&A: The Path to Full Professor

If there was anything unique or difficult about your promotion case, what advice can you offer to those who might be in a similar situation?

- Interdisciplinary faculty
- Faculty whose area is outside the norm for the department
- Being delayed relative to peers
- Cranky colleagues



Thank you and good luck on your path to promotion!

Contact Us:

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