

**Promotion and Tenure Guidelines**  
**Department of Poultry Science**  
**Auburn University**

These guidelines will be used by the Department of Poultry Science in support of faculty Promotions and for granting tenure. The Departmental Tenure and Promotion Committee comprised of faculty with the rank of Professor will provide oversight to ensure that these guidelines are followed as a supplement to those in the Auburn University Faculty Handbook, Chapter 3 section 6. All faculty members interested in attaining tenure or that would like to be promoted should be familiar with the most up to date policies and procedures outlined in the *Handbook* as it contains the most current information.

**The awarding of tenure**

As described in the *Handbook* under Promotion Criteria (3.6.2) **the candidate for tenure must demonstrate potential as a productive and collegial contributor to the Department.** The Handbook notes that collegiality is a “professional, not a personal criterion” and suggests the following as relevant questions:

- Are the candidate's professional abilities and relationships with colleagues compatible with the departmental mission and with its long-term goals?
- Has the candidate exhibited an ability and willingness to engage in shared academic and administrative tasks that a departmental group must often perform and to participate with some measure of reason and knowledge in discussions relevant to departmental policies and programs?
- Does the candidate maintain high standards of professional integrity?

The *Handbook* goes on to remind faculty that concerns with collegiality should be shared with the candidate as soon as they arise, not at the moment of a tenure decision; collegiality should also be addressed in annual reviews and the third-year review, and concerns should be communicated clearly to the candidate.

It is anticipated that assistant professors who work for the normal tenure probationary period will be considered for tenure and promotion at the same time.

**Promotion to Associate Professor**

It is important that candidates for promotion to either associate professor or professor show consistent productivity with scholarship, in all areas of their appointment throughout their time in grade. Rather than, for example having multiple papers or presentations at one time.

It must be emphasized that faculty meeting minimum scholarship expectations outlined below may not satisfy Auburn University Promotion and Tenure expectations. Faculty members are encouraged to maintain a high level of scholarship productivity to ensure they are meeting or exceeding expectations.

**1) Faculty members with a teaching appointment are expected to demonstrate effective teaching as evidenced by:**

- Student evaluations
- Peer evaluations
- Mentoring graduate students to completion of their degrees
- Documents related to teaching (e.g., conference proceedings and journal articles), teaching recognitions, and/or other activities that may be appropriate

- Development of new courses or curricula

**2) Faculty members with a research appointment are expected to establish an active, extramurally funded, and independent research program involving students as evidenced by:**

- Publishing research articles regularly in quality peer-reviewed journals
- Consistent external funding adequate to support their research program and students
- Present research findings at professional, scientific, or stakeholder meetings
- Direct graduate student research

Note: The expected number of publications, funding efforts, presentations, and graduate students depends heavily on the percentage of the probationer's research appointment. **At a minimum, for every 25%** of research appointment the candidate is be expected to publish one paper, on average, annually. It is also expected that the candidate submit (as PI or Co-PI) one single - discipline or interdisciplinary extramural grant per year. This does not apply to probationary faculty that have an active extramural grant(s) or contract(s). **Note** that internal and commodity funds are encouraged but **not** considered extramural funding. Also, for every 25% research appointment they are expected to be the first or senior person presenting at a professional, scientific or stakeholder meeting. Lastly at 25% appointment, the candidate is expected to advise one graduate student (either M.S. or Ph.D) during the probationary period and to have graduated one student before the probationary period ends.

**3) Faculty members with an extension/outreach appointment are expected to develop a strong extension/outreach program (with any appropriate related regional activities) in their area of responsibility as evidenced by:**

- Publication of appropriate extension/outreach materials in the candidate's area of responsibility (e.g., printed materials, videos, digital media, and development and maintenance of social media or other internet sites and material)
  - Candidates with an extension appointment should produce material for ACES
- Personal interactions with stakeholders (e.g., group or individual meetings, non-face to face contacts)
- Evaluation letters from stakeholders and/or evaluation forms from training and information sessions
- Providing training opportunities (when demand exists) for other extension personnel
- Evidence of extramural funding that is adequate to support the candidates extension/outreach program
- Documents related to extension/outreach (e.g., conference proceedings and peer reviewed journal articles), association recognition, and/or other activities that may be appropriate
- A demonstrated impact in their area of responsibility

**4) Service is expected from all faculty members, this includes:**

- Provide service to the Department, College, and University as needed, although this expectation is limited to tenure-track individuals.
- Assist with the Land Grant mission of the University by interacting with stakeholders as needed

*The likelihood of continued and consistent excellence and productivity, based on the above four guidelines, will be a major consideration in the recommendation by the Promotion and Tenure, as well as the Head of the Department.*

**Promotion to Professor**

- 5) Continue to meet the guidelines above for promotion to Associate Professor**
  
- 6) Establish a national or international reputation in their discipline as evidenced by:**
  - Invitations to participate on review panels, committees, and/or other influential groups within their discipline
  - Invitations to be a plenary and/or keynote speaker at national or international conferences
  - Invitations to serve on editorial boards of prestigious journals and/or write reviews, syntheses or perspectives
  
- 7) Demonstrate leadership within the School, College, University, professional societies, discipline, and/or government agencies as evidenced by:**
  - Holding elected office and/or appointed positions in professional societies
  - Chairing committees within the University
  - Serving on public- and/or private-sector advisory and/or steering committees and/or or panels
  - Holding leadership positions within the Alabama Cooperative Extension System, regional extension organizations, and/or national extension organizations
  - Leading large, funded educational, extension, outreach, research, or development projects

Note: The bulleted items in guidelines 6 and 7 are examples of evidence that can be offered. It is not necessary to have done them all, and other evidence may be offered.

*The likelihood of continued and consistent excellence and productivity, based on the above seven guidelines, will be a major consideration in the recommendation by the Promotion and Tenure Committee and Head of the Department.*