

Department of Art and Design

***Proposed Revisions to the RTP Criteria***

*December 18, 2015*

Notes:

1. Concerning Area I, candidates must present documented evidence of the effectiveness of their work in teaching, including peer reviews, representative course materials, and student evaluations of instruction. Faculty members must present their own analyses of their teaching materials and methods and may also address any discrepancies, such as instances of lower student evaluations, etc.

2. For studio/design exhibition/competition requirements in Area II, the terms local, regional, national, and international refer to the pool from which the artists are drawn. For example, a national call for entries in Birmingham, AL, would be considered a national show even though it is mounted in the region.

3. In Area II, an invited exhibition, publication, paper, or lecture is to be considered equivalent to a peer-reviewed activity.

4. As regional conferences have expanded their call for papers and panels to scholars outside the region, this designation has been dropped.

5. Concerning activities in Area II, it is especially important that candidates help reviewers gauge the quality of publications (e.g., university versus vanity press, refereed versus non-refereed print or online publication, acceptance rates), conferences (e.g., inclusive or selective; national, or international), and exhibitions.

6. Since personnel reviews are cumulative, candidates are expected to successfully address suggestions contained in the previous year's departmental evaluation. Failure to do so is just cause for non-retention.

7. From Policy 5:060 - "Evidence of a faculty member's contributions in the area of professional service might include examples of assistance to the faculty member's discipline, the local community, and to the larger society." While no specific number of these activities is required, faculty members should be aware that Area III should be addressed in their dossier.

***I. Faculty Retention Years 1-3***

**A. Effectiveness in Academic Assignment**

1. Teaching Effectiveness

- a. Student evaluations: The annual average of the global index scores should be 4.0 or above as measured by the instrument and administration in use in 2015/2016
- b. Peer reviews of teaching: 1 per semester, assigned by the chair
- c. Mentorship/direction of undergraduate research: include as applicable; include documentation in supplemental materials folder
- d. Timely reporting of grades; document student work in supplemental materials folder

2. Advisement

- a. Provide list of assigned advisees

- b. Maintain minimum of 3 hours/week (including MWF and TH hours), with increased office hours during advisement
- 3. Non-teaching activities - include and document as applicable
  - a. Course and curricular development, including development of study abroad programs
  - b. Administrative duties or other activities requiring reassigned time
  - c. Supervising student workers
  - d. Managing studio/teaching facilities in area of teaching assignment
  - e. Other APSU high-impact practices including service learning, supervising internships, etc.
  - f. Accompanying students to conferences, workshops, seminars, etc.
  - g. Organizing field trips
  - h. Documented evidence of student achievements such as awards, honors, peer-reviewed presentations, etc., in area of teaching assignment
  - i. Interdisciplinary or interdepartmental class collaboration
  - j. Teaching awards
  - k. External funding of teaching related to teaching assignment
  - l. Supervision of student teachers
- 4. Other Departmental Activities
  - a. Regular attendance at lectures, opening receptions, student exhibitions, etc.
  - b. Regular attendance at scheduled departmental meetings

## **B. Research/Scholarship/Creative Activities**

### *1. Studio*

- a. Publications - none required
- b. Papers - One paper, panel, or workshop at a professional conference required by the third review
- c. Performances or Exhibitions
  - 1. A total of two local juried or non-juried exhibitions by the second review; two additional required by the third review
  - 2. Submit to two regional, national, or international juried exhibitions by the second review; submit to two additional by the third review
  - 3. Acceptance in one (of the above) regional, national, or international juried exhibition by the second review; acceptance in one additional by the third review; at least one of these acceptances must be a national or international exhibition
  - 4. Regular participation in faculty biennial exhibition
- d. In progress - Evidence of ongoing creative work; include documentation in supplemental materials folder
- e. Other - A total of two from the following list by the tenure/sixth-year review (none required in years 1-5):

1. Funded internal grants
2. Funded external grants or fellowships
3. Curating an exhibition
4. Public commissions (finalist or awarded)
5. Professional gallery affiliations or active membership in exhibiting artists group
6. Authorship of critical reviews of exhibitions
7. Prizes or honors at regional or national level
8. Professional non-conference lecture or gallery talk
9. Inclusion in public or corporate collections
10. Publication of innovative teaching or student work
11. Authorship of discipline-specific writing for publication
12. Positive critical response to work
13. Solo exhibition at regional, national, or international level
14. Small group exhibition at regional, national, or international level

2. *Graphic Design (client-based)*

- a. Publications - none required
- b. Papers - One paper, panel, or workshop at a professional conference required by the third review
- c. Performances or Exhibitions
  1. Submission to one local, regional, national, or international juried competition by the second review; submit to one additional by the third review
  2. Acceptance in one (of the above) local, regional, national, or international juried competition by the third review
  3. Regular participation in faculty biennial exhibition
- d. In progress
  1. Evidence of ongoing creative work; include documentation in supplemental materials folder
  2. Work with two clients (local, regional, or national) by the second review; work with two clients by the third review (work can be ongoing with the same clients)
- e. Other - One from the following list by the tenure/sixth-year review (none required in years 1-5):
  1. Funded internal grant and award
  2. Funded external grant or fellowship
  3. Curatorial activity
  4. Authoring critical review
  5. Prize, honor, etc., at regional, national, and international level

6. Professional non-conference lecture or presentation
7. Exhibit in local venue
8. Authorship of design criticism or other peer-reviewed scholarly work

### 3. *Art Education*

- a. Publications - submit one manuscript to a professional peer-reviewed publication by the third review
- b. Papers - One paper or workshop at a state, national, or international professional conference required by the third review
- c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- d. Other - A total of two from the following list by the tenure/sixth-year review (none required in years 1-5):
  1. Publication of a book or exhibition review
  2. Service as editor of a book or book chapter
  3. Contributing professional expertise to local school or art agency
  4. Organizing a panel at a professional conference
  5. Collaborative research efforts that involve community or external partners
  6. Receipt of internal grants or funding
  7. Receipt of external grants or funding
  8. Professional non-conference lecture (university, museum, other scholarly venue)
  9. Gallery representation or active membership in an exhibiting artist group (including online media)
  10. Inclusion in public or corporate collection
  11. Curating or organizing exhibition of student or professional work

### 4. *Art History*

- a. Publications - Submit one manuscript to a professional scholarly journal or publication by the third review
- b. Papers - One paper at a professional conference or scholarly presentation on current research at a scholarly venue required by the second review; one additional by the third review
- c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- d. Other - A total of two from the following list by the tenure/sixth-year review (none required in years 1-5):
  1. Contributions to other art history publications, peer-reviewed or invited
  2. Receipt of internal grants or fellowships
  3. Receipt of external grants or fellowships
  4. Organizing a panel at a professional conference

5. Authoring critical reviews of exhibitions
6. Authoring critical reviews of books
7. Curatorial work
8. Presentations at universities, museums, or other scholarly venues

5. *Studio/Design (client-based) Hybrid*

- a. Publications - none required
- b. Papers - One paper, panel, or workshop at a professional conference required by the third review.
- c. Performances or Exhibitions
  1. Submission to one regional, national, or international professional competition by the second review; submit to one additional by the third review
  2. Acceptance in one (of the above) regional, national, or international professional competition by the tenure/sixth-year review;
  3. Regular participation in faculty biennial exhibition
- d. In progress
  1. Evidence of ongoing creative work related to teaching assignment; include documentation in supplemental materials folder
  2. Work with one client (local, regional, or national) by the second review; work with one client by the third review (work can be ongoing with the same client) with a minimum of two different clients by the tenure/sixth-year review
- e. Other - A minimum of one from the following list by the tenure/sixth-year review (none required in years 1-5):
  1. Receipt of internal grants or fellowships
  2. Receipt of external grants or fellowships
  3. Curatorial work
  4. Public or corporate commissions
  5. Professional gallery affiliation
  6. Affiliated with an artists group that exhibits regularly
  7. Authoring critical reviews
  8. Prizes or honors at regional, national, or international level
  9. Public lecture at a non-conference professional venue
  10. Solo exhibition

**C. Service**

1. Service to the University community - include and document as applicable
  - a. Committee work at departmental, college, and university levels

- b. Non-committee departmental contributions (e.g. maintaining department website)
  - c. Recruiting activities (departmental events, AP Days, tours, high school visits, etc.)
  - d. Sponsorship of student organizations (include list of organization's activities and documentation)
  - e. Faculty Senate or task forces
  - f. Other campus leadership positions
  - g. Other campus service
2. Service to the discipline - include as applicable
    - a. Membership in appropriate professional organizations (required)
    - b. Leadership in professional organizations
    - c. Session chair, discussant, etc.
    - d. Peer-reviewer for papers, grants, etc.
    - e. Jurying an exhibition
  3. Service to the community - include as applicable
    - a. Presentations to schools and community groups
    - b. Advice or consultation to community groups
    - c. Other discipline-related service to community or larger society
  4. Professional development - this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

## ***II. Faculty Retention Years 4-Tenure***

### **A. Effectiveness in Academic Assignment**

*See requirements for years 1-3*

### **B. Research/Scholarship/Creative Activities**

#### *1. Studio*

- a. Publications - none required
- b. Papers - One additional paper, panel, or workshop at a professional conference required in years 4-6 [a total of two in years 1-6]
- c. Performances or Exhibitions
  1. A total of two local juried or non-juried exhibitions annually [a total of ten in years 1-6]
  2. Submission to two regional, national, or international juried exhibitions annually [a total of ten in years 1-6]
  3. Acceptance in one (of the above) regional, national, or international juried exhibitions annually; at least one of these acceptances must be a national or international exhibition [a total of five in years 1-6]
  4. Regular participation in faculty biennial exhibition

- d. In progress - Evidence of ongoing creative work; include documentation in supplemental materials folder
- e. Other - A total of two from the following list by the tenure/sixth-year review (none required in years 1-5):
  - 1. Funded internal grants
  - 2. Funded external grants or fellowships
  - 3. Curating an exhibition
  - 4. Public commissions (finalist or awarded)
  - 5. Professional gallery affiliation or active membership in exhibiting artists group
  - 6. Authorship of critical reviews of exhibitions
  - 7. Prizes or honors at regional or national level
  - 8. Professional non-conference lecture or gallery talk
  - 9. Inclusion in public or corporate collections
  - 10. Publication of innovative teaching or student work
  - 11. Authorship of discipline specific writing for publication
  - 12. Positive critical response to work
  - 13. Solo exhibitions at regional, national, or international level
  - 14. Small group exhibitions at regional, national, or international level

## 2. *Graphic Design (client-based)*

- a. Publications - none required
- b. Papers - One paper, panel, or workshop at a professional conference required in years 4-6 [a total of 2 in years 1-6]
- c. Performances or Exhibitions
  - 1. Submission to one local, regional, national, or international juried competition annually [a total of five in years 1-6]
  - 2. Acceptance in one additional (of the above) local, regional, national, or international juried competition in years 4-6 [a total of two in years 1-6]
  - 3. Regular participation in faculty biennial exhibition
- d. In progress
  - 1. Evidence of ongoing creative work; include documentation in supplemental materials folder
  - 2. Work with two clients (local, regional, or national) annually (work can be ongoing with the same clients); work with a total of four different clients by the tenure/sixth-year review
- e. Other - One from the following list by the tenure/sixth-year review (none required in years 1-5):
  - 1. Receipt of internal grant or award
  - 2. Receipt of external grant or fellowship

3. Curatorial activity
4. Authoring critical review
5. Prize, honor, etc., at regional, national, and international level
6. Professional non-conference lecture or presentation
7. Exhibit in local venue
8. Authorship of design criticism or other peer-reviewed scholarly work

### 3. *Art Education*

#### a. Publications

1. Submit one additional manuscript to a professional peer-reviewed publication by the tenure/sixth-year review [a total of 2 in years 1-6]
2. Acceptance of one peer-reviewed manuscript (chapter, paper, conference proceeding, exhibition catalog contribution, magazine, or journal pertinent to the discipline) by the tenure/sixth-year review

#### b. Papers - One additional paper or workshop at a state, national, or international professional conference in years 4-6 [a total of two in years 1-6]

#### c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder

#### d. Other - A total of two from the following list by the tenure review (none required in years 1-5):

1. Publication of a book or exhibition review
2. Service as editor for book or book chapter
3. Contributing professional expertise to local school or art agency
4. Organizing a panel at a professional conference
5. Collaborative research efforts that involve community or external partners
6. Receipt of internal grants or funding
7. Receipt of external grants or funding
8. Professional non-conference lecture (university, museum, other scholarly venue)
9. Gallery representation or active membership in an exhibiting artist group (including online media)
10. Inclusion in public or corporate collection
11. Curating or organizing exhibition of student or professional work

### 4. *Art History*

#### a. Publications

1. Submit one additional manuscript to a professional scholarly journal or publication in years 4-6 [a total of two in years 1-6]
2. One article-length piece accepted for publication in a peer-reviewed publication by the tenure/sixth-year review



- b. Papers - Two additional papers at a professional conference or scholarly presentations on current research at a scholarly venue required by the tenure/sixth-year review [a total of four in years 1-6]
- c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- d. Other - A total of two from the following list by the tenure/sixth-year review (none required in years 1-5):
  - 1. Contributions to other art history publications, peer-reviewed or invited
  - 2. Receipt of internal grants or fellowships
  - 3. Receipt of external grants or fellowships
  - 4. Organizing a panel at a professional conference
  - 5. Authoring critical reviews of exhibitions
  - 6. Authoring critical reviews of books
  - 7. Curatorial work
  - 8. Presentations at universities, museums, or other scholarly venues

5. *Studio/Design (client-based) Hybrid*

- a. Publications - none required
- b. Papers - One additional paper, panel, or workshop at a professional conference required in years 4-6 [a total of two in years 1-6]
- c. Performances or Exhibitions
  - 1. Submission to two regional, national, or international professional competitions by the tenure/sixth-year review [a total of four in years 1-6]
  - 2. Acceptance in one (of the above) regional, national, or international professional competition by the tenure/sixth-year review
  - 3. Regular participation in faculty biennial exhibition
- d. In progress
  - 1. Evidence of ongoing creative work related to teaching assignment; include documentation in supplemental materials folder
  - 2. Work with one client (local, regional, or national) annually (work may be continuing with the same client); work with a minimum of two different clients by the tenure/sixth-year review
- e. Other - A minimum of one from the following list by the tenure/sixth-year review (none required in years 1-5):
  - 1. Receipt of internal grants or fellowships
  - 2. Receipt of external grants or fellowships
  - 3. Curatorial work
  - 4. Public or corporate commissions
  - 5. Professional gallery affiliation

6. Affiliated with an artists group that exhibits regularly
7. Authoring critical reviews
8. Prizes or honors at regional, national, or international level
9. Public lecture at a non-conference professional venue
10. Solo exhibition

**C. Service**

*See requirements for years 1-3*

**III. Promotion to Associate Professor**

**A. Effectiveness in Academic Assignment**

*See requirements for years 1-3*

**B. Research/Scholarship/Creative Activities**

*See total requirements for years 1-6*

**C. Service**

*See requirements for years 1-3*

**IV. Promotion to Full Professor**

**A. Effectiveness in Academic Assignment**

*See requirements for years 1-3*

**B. Research/Scholarship/Creative Activities**

1. *Studio*

- a. Publications - none required
- b. Papers - Two papers, panels, or workshops at a professional conference since the last promotion
- c. Performances or Exhibitions
  1. Solo exhibition at regional or national level
  2. Small-group exhibitions at regional or national level
- d. In progress - Evidence of ongoing creative work; include documentation in supplemental materials folder
- e. Other - A total of four from the following list since the last promotion:
  1. Funded internal grants
  2. Funded external grants or fellowships
  3. Curating an exhibition
  4. Public commissions (finalist or awarded)
  5. Professional gallery affiliation or active membership in exhibiting artists group
  6. Authorship of critical reviews of exhibitions
  7. Prizes or honors at regional or national level
  8. Professional non-conference lecture or gallery talk

9. Inclusion in public or corporate collections
10. Publication of innovative teaching or student work
11. Authorship of discipline specific writing for publication
12. Positive critical response to work
13. Faculty research assignment

## 2. *Graphic Design (client-based)*

- a. Publications - none required
- b. Papers - Two papers, panels, or workshops at a professional conference since the last promotion
- c. Performances or Exhibitions - Acceptance in two additional local, regional, national, or international juried competitions since the last promotion
- d. In progress - Evidence of ongoing client-based work; OR ongoing personal design work; OR creative work related to the discipline; OR scholarly work related to the discipline
- e. Other - Three from the following list since the last promotion:
  1. Funded internal grant or award
  2. Funded external grant or fellowship
  3. Curatorial activity
  4. Authoring critical review
  5. Prize, honor, etc., at regional, national, and international level
  6. Professional non-conference lecture or presentation
  7. Exhibit in local venue
  8. Authorship of design criticism or other peer-reviewed scholarly work
  9. Faculty research assignment

## 3. *Art Education*

- a. Publications - A total of two articles in a peer-reviewed professional publication since the last promotion; OR acceptance of a book manuscript by a scholarly press since the last promotion
- b. Papers - Two papers or workshops at a state, national, or international professional conference since the last promotion
- c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- d. Other - A total of three from the following list since the last promotion:
  1. Publication of a book or exhibition review
  2. Service as editor for book or book chapter
  3. Contributing professional expertise to local school or art agency
  4. Organizing a panel at a professional conference

5. Collaborative research efforts that involve community or external partners
6. Receipt of internal grants or funding
7. Receipt of external grants or funding
8. Professional non-conference lecture (university, museum, other scholarly venue)
9. Gallery representation or active membership in an exhibiting artist group (including online media)
10. Inclusion in public or corporate collection
11. Curating or organizing exhibition of student or professional work
12. Faculty research assignment

#### 4. *Art History*

- a. Publications - Two additional article-length pieces accepted for publication in a peer-reviewed publication since the last promotion; OR acceptance of a book manuscript for publication by a scholarly press
- b. Papers - Four papers at a professional conference or scholarly presentations on current research at a scholarly venue since the last promotion
- c. In progress - Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- d. Other - A total of three from the following list since the last promotion:
  1. Contributions to other art history publications, peer-reviewed or invited
  2. Receipt of internal grants or fellowships
  3. Receipt of external grants or fellowships
  4. Organizing a panel at a professional conference
  5. Authoring critical reviews of exhibitions
  6. Authoring critical reviews of books
  7. Curatorial work
  8. Presentations at universities, museums, or other scholarly venues
  9. Faculty research assignment

#### 5. *Studio/Design (client-based) Hybrid*

- a. Publications - none required
- b. Papers - Two additional papers, panels, or workshops at a professional conference since the last promotion
- c. Performances or Exhibitions - Inclusion in regional, national, or international juried competitions or invitational exhibitions
- d. In progress - Evidence of ongoing creative or scholarly work related to teaching assignment; include documentation in supplemental materials folder
- e. Other - A minimum of three from the following list since the last promotion:
  1. Receipt of internal grants or fellowships

2. Receipt of external grants or fellowships
3. Curatorial work
4. Public or corporate commissions
5. Professional gallery affiliation
6. Affiliated with an artists group that exhibits regularly
7. Authoring critical reviews
8. Prizes or honors at regional, national, or international level
9. Public lecture at a non-conference professional venue
10. Solo exhibition
11. Faculty research assignment

**C. Service**

*See requirements for years 1-3*