

COLFA Guidelines Regarding Tenure and Promotion for Scholarly & Creative Activities

Level 1

- Books published, including textbooks as well as original research in the form of scholarly and creative works

Level 2

- Articles published or in press with discipline-appropriate scholarly journals (print or electronic) through a peer reviewed process
- Articles published in discipline-appropriate scholarly journals (print or electronic) through an editorial process (previously referred to as “invited articles”)
- Participation in artist-in-residence programs
- Chapters in edited books, including textbooks as well as scholarly and creative works
- Serving as Book Editor or Co-Editor of books and manuscripts for publication related to the academic field OR Author of supplementary-type book related to the academic field
- Creating online content for a new textbook and/or supplemental materials for a book publisher

Level 3

- Papers presented at discipline-appropriate scholarly conferences, accepted through a peer-review process
- Full-length solo or collaborative films, compositions, transcriptions, scripts, exhibitions, public readings, or other major creative works documented by multiple peer reviews, a majority of which are positive
- Technical reports
- Research funded /grants/contracts
- Book reviews in discipline-appropriate scholarly journals (print or electronic)
- Publications related to the discipline in publications for a non-academic audience
- Reference-book entries
- Documentation of significant, distinctive, and developing achievement in creative work
- Recognition of creative excellence-in the form of creativity awards and/or other special recognition of creativity
- Artifacts of scholarship or creativity relevant to a certain field, as senior faculty in the academic department deem appropriate
- Productions of scholarship (presentations, articles, and journals) under the umbrella of “Scholarship of Teaching and Learning” sorts of project which may or may not be discipline specific

	Assistant to Associate <i>(since last promotion)</i>	Associate to Full <i>(since last promotion)</i>
COLFA (Departments of Communication Studies, Criminal Justice, Social Sciences, English and Languages, Social Work Program, and specific Fine Arts disciplines)	1 from Level 1, or 2 from Level 2 or 1 from Level 2 and 3 from Level 3	1 from Level 1, or 2 from Level 2 and 3 from Level 3

COLFA Guidelines Regarding Post Tenure Review

Level 1

- Books published, including textbooks as well as original research in the form of scholarly and creative works

Level 2

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- Articles published in discipline-appropriate scholarly journals (print or electronic) through an editorial process (previously referred to as “invited articles”)
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Post-tenure <i>(since last post tenure review as prescribed in the Faculty Handbook)</i>
1 from level 1, or 5 from Level 2 and/or level 3 (since last promotion)

COLFA Guidelines Regarding Tenure and Promotion for Scholarly & Creative Activities

Within the Department of Fine Arts some faculty do only creative activity; others do mainly scholarly research. Many faculty do some of both. Those faculty who do traditional research will follow the same guidelines described in page 1.

Creative Activity

There are important ways that the candidate, department head, and peer faculty should support a candidate's creative effectiveness; these include, but are not limited to, the following:

	Assistant to Associate <i>(since last promotion)</i>	Associate to Full <i>(since last promotion)</i>
COLFA (Fine Arts Department)	1 from Level 1, or 3 from Level 2, or 2 from Level 2 and 2 from Level 3	1 from Level 1, or 3 from Level 2 and 2 from Level 3

Level 1

- Major solo juried art exhibition, film, collaborative or solo recording, composition, digital media, scripts, or theater project in distribution, production or commissioned, or supported by program credits and/or under industry distribution or production
- Public solo, collaborative, group, and/or ensemble/cast/live performances, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, films, digital media, literature, documented by live recordings, peer-review, or published professional notices or critical reviews

Level 2

- Regional, national and/or international juried exhibitions, film screenings, festivals, performances, discipline-specific presentations/clinic sessions that are peer reviewed or acceptances
- In appropriate creative discipline, acceptance in private or public collections, or participation in artist-in-residence programs
- Performances not part of the applicant's normal job responsibilities: public solo, collaborative, group, and/or ensemble/cast performances, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, literature, documented by multiple peer reviews, a majority of which are positive
- Solo, collaborative, group, and/or ensemble/cast performances, lecture-recitals, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, films, digital media, literature, at discipline-appropriate conferences accepted through a peer-review process
- Documentation of significant, distinctive, and developing achievement in creative work.
- Creativity awards and/or other special recognition

Level 3

- Papers presented at discipline-appropriate scholarly conferences accepted through a peer review process
- Creative activities relevant to a certain field, as deemed appropriate by the department head and senior faculty in the academic department.
- Creative activity funded /grants
- Book/Art/Theater/Music reviews in discipline-appropriate scholarly journals (print or electronic)
- Publications related to the appropriate discipline in publications for a non-academic audience

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