

## **CREOL, The College of Optics and Photonics Promotion and Tenure Guidelines**

The goals of the College are to educate the optical scientists and engineers of the future and to add to the body of the scientific knowledge in the field. Each faculty member is expected to participate in the development and formal teaching of courses for our students; to mentor graduate students individually; and to produce scholarly work of quantity and quality that is likely to attract international recognition; to participate in the College and the University governance; and; to serve their profession through participation and leadership in their professional societies' functions. This requires the faculty members to financially support their students and provide them with the tools necessary to perform the state-of-the-field research needed to publish their results in internationally recognized, peer-reviewed journals. Hence the three areas of faculty responsibility, instruction, research and service are intimately related.

In accordance with the BOT/UFF Collective Bargaining Agreement, the following are the college's criteria for promotion and tenure, which delineate the normal expectations for successful promotion and tenure. These are supplementary to the criteria listed in UCF regulation UCF-3.015, section (3), which is appended to this document. The listed college expectations are only a guideline to indicate the level of achievements expected for promotion at each level.

### **Promotion and tenure to Associate Professor:**

The college's standards are supplementary to UCF regulation UCF-3.015, which states: *"Promotion from assistant to associate professor calls for excellence in teaching and substantial contributions in research, as well as, appropriate service contributions or other university duties, since appointment to UCF faculty. It is expected the candidate's research and scholarly activity have a significant impact, as normally indicated by national recognition."*

More specifically, a successful application is expected to include evidence of the following:

- A viable research program that is producing scholarly work of quantity and quality that attracts international recognition. Such a program should include graduate students and appropriately disseminate new knowledge. The candidate should demonstrate the ability to obtain the funding necessary to establish and maintain his/her research program, including financial support of students.
- Demonstrated commitment and effectiveness in delivering and assessing formal coursework. This could be demonstrated by student perceptions of instruction, course materials, etc.
- Successful supervision of graduate students as the primary advisor or thesis or dissertation committee chair. (At least some students should have publications as a result of the faculty supervision.) Within the time frame of tenure track, it is not expected that PhD student will have graduated, but most should be making satisfactory progress.

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- Active role in participation in governance of college or university.
- Active participation in the optics and photonics profession (e.g. journal reviewer, membership of conference committees, etc.)
- Demonstrated upward trend in the level of research productivity that is likely to continue to grow for the foreseeable future. This could be demonstrated by refereed journal publications, conference papers, patents, proposals for external funding, receipt of external funding, or other examples of scholarship.

### **Promotion to Full Professor:**

Normally, a faculty member will spend at least 5 years at the rank of Associate Professor before being considered for promotion to full professor.

The college's standards are supplementary to UCF regulation UCF-3.015, which states: *"Promotion to professor is awarded on the basis of superior and sustained achievement at the national and/or international level with the promise of continued contribution and not on the basis of longevity. The rank of professor reflects not only an individual's contributions within the institution, but also denotes a reputation as a leading scholar and researcher among one's academic peers on a national and/or international level. Substantial contributions of a continuing nature in each of the areas evaluated, beyond that expected of an associate professor, are necessary components for the achievement of the rank of professor."*

Promotion to full professor will be judged on the basis of demonstrated overall growth in the candidate's combined teaching, research and service activities while at the rank of Associate professor. Moreover, trends should indicate a strong likelihood of similar or increased level of productivity for the foreseeable future.

More specifically, a successful application is expected to include evidence of the following:

- A sustained record of excellence in research, indicating major contributions to the field or fields of research, with significant scholarly works and recognized leadership in a specific research area.
- International recognition of scholarly activity. Examples of this could include (but are not limited to): Numerous invited papers at international conferences and papers with a high number of citations relative to the field, rank of fellow of national or international professional society.
- Continuous track record of successful supervision and financial support of multiple graduate students. (Students should have publications as a result of the faculty supervision.)
- Sustained commitment and effectiveness in design, delivery and assessment of formal coursework.
- Leadership role in participation in governance of the college/university and/or a leadership role in the optics, photonics profession (e.g. conference chair, member

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of conference committees, editor of journal, etc.) and/or leadership in the development of major research or educational initiatives.

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