

University of Central Florida
College of Electrical Engineering and Computer Science
Department of Materials Science Engineering
Guidelines for tenure and promotion to the rank of Associate Professor

Candidates for promotion and/or tenure typically apply during their 6th year of continuous service.

The standards below are considered guidelines for such normal cases and are not exclusive of all factors that may be important to tenure and promotion decisions. Candidates for early promotion and tenure (i.e., before the 6th year) must have a record that is truly outstanding and substantially exceeds these minimums.

In general, a successful candidate must have a record that convincingly shows his/her ability to conduct independent research that is recognized nationally and internationally in his/her research area.

The educational accomplishments of the candidate can be reflected by several of the following:

- A research group of three or more students with one or more PhD students who have either graduated or are close to graduation at the time of candidate's promotion. At least two of the students must have received MS or PhD degrees.
- Ten or more joint publications with M.S. and/or Ph.D. students directed by the candidate.
- Teaching of both graduate and undergraduate courses are encouraged before applying for promotion.
- Development of new courses or a significant improvement including enhanced content to existing courses.
- Primarily very good to excellent teaching evaluation for assigned classes.

The research accomplishments of the candidate can be reflected by several of the following:

- A substantial publication record in prestigious journals in the candidate's area of research. A minimum of two to three journal publications per year since obtaining his/her appointment at MSE.

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- Substantial funding from federal agencies such as NSF, DoD, DoE, NIH, NASA and other major funding agencies, and/or industry funding. The funding level may depend on the field, but we expect the candidate to be the PI of at least one three-year grant and PI/co-PI of others and to have grants that collectively support two or more students over multiple years. An NSF CAREER award (or other early career award such as the DARPA ONR, NIH KO1 or Air Force Young Investigator award) is highly desirable.
- Invited/keynote talks at major international conferences and prestigious institutions.

The research impact of the candidate should include a significant number of citations for the work done since joining the Department. The recognition of the candidate's impact should be attested by references from the preeminent members of the research community.

The candidate should carry out his/her service and committee assignments impeccably.

The service work of the candidate can be reflected by several of the following accomplishments:

- Participation in the review of proposals for the NSF and other funding agencies.
- Committee participation at the department, college, and university levels.
- Committee participation within the applicant's professional community.
- Membership on editorial boards and technical program committees of good conferences, are also desirable.
- Outreach activities with the wider community.

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Guidelines for promotion to the rank of Full Professor

This document contains guidelines. For particular cases the faculty voting on the case will use their judgment, and excellence in some areas of accomplishment may compensate for weaknesses in others.

The candidate should be a tenured Associate Professor in the Department of Materials Science and Engineering who is recognized nationally and internationally as a leader in his/her area of research and who has a proven record as a good educator.

The research impact of the candidate should be reflected in a significant number of citations for work published since attaining the rank of Associate Professor. The candidate's recognition as a leader in his/her particular area of research should be attested by references from top members of the research community.

The research of the candidate can be reflected by several of the following accomplishments:

- A substantial publication record in the most prestigious refereed journals in the candidate's area of research. On the average we expect 3 to 5 journal papers per year with a significant record of citation of the work, for example, a career h-index of 20 to 25, with considerations for different expectations that depend on the candidate's area(s) of research.
- Substantial funding from federal agencies including NSF, DoD, DoE, NIH, and other major funding agencies, and/or industry funding. The funding level may depend on the field, but typically we expect about \$200,000 per year for a sustained period, although this may also vary with the candidate's area(s) of research. Some of the funding should be with the candidate as Principal Investigator.
- Patent inventorship and other creative activities may be considered.
- Invited talks and/or tutorials at prestigious conferences.
- Evidence of recognition including UCF Research Incentive Awards, UCF Excellence in Research awards, best paper awards, being made a fellow of international professional societies.

The educational work of the candidate can be reflected by several of the following accomplishments:

- Joint publications with the M.S. and Ph.D. students directed by the candidate.
- Graduate students supervised by the candidate who obtained their degrees in recent years. The candidate should have supervised to completion at least 5 Ph.D. students since attaining the rank of associate professor.

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- Development of new courses or a significant improvement including enhanced content to existing courses.
- Primarily very good to excellent teaching evaluation for both undergraduate and graduate classes taught recently.
- Evidence of recognition such as: UCF Teaching Incentive Awards, Scholarship of Teaching and Learning Award (SoTL), UCF Teaching Excellence awards, recognitions by professional societies.
- Leadership and participation in grants and other activities related to teaching and training.

The service work of the candidate can be reflected by several of the following accomplishments:

- Membership in editorial boards of recognized journals and program committees of prestigious conferences.
- Service on review panels and proposal evaluations for the NSF and other agencies.
- Service at the regional or national level of professional organizations.