

POLICY ON TENURE AND SCHOLARLY PRODUCTIVITY

(Passed By The Hofstra College Faculty 5/5/99)

As a Liberal Arts institution dedicated to excellence in undergraduate and graduate teaching, Hofstra University expects that successful tenure candidates will show themselves to be superior teachers. Faculty are expected to dedicate substantial time and energy to their teaching, to display creativity in pedagogical strategies, and to show a genuine concern for the educational maturation of their students. Expectations regarding scholarly productivity and University service, therefore, must be calibrated and applied in light of the appropriate but substantial demands the University places upon its faculty in the area of teaching.

Notwithstanding the University's emphasis on teaching, scholarly or artistic activity is considered both necessary to effective teaching and a critical aspect of the faculty member's role as a university professor. Faculty Policy Series #15, II.A.3, calls for "continuing productivity in some combination of the following: research, scholarly publication, professional activities, contributions to University life, contributions to University standing in the community." FPS #15 continues, "with rare exception, scholarly or artistic publication is essential."

To be effective as teachers, faculty in Arts and Sciences are expected to be specialists in their specific disciplines. A record of scholarly productivity or professional activity (i.e. artistic performance or works of artistic creativity) demonstrates the faculty member's necessary currency with and continuing proficiency in that discipline. As scholars and professionals, faculty are members of two academic communities, one internal to Hofstra, the other composed of scholars and professionals working outside the University in their respective fields. As scholars or artists, faculty members should contribute to the dissemination of knowledge or artistic creativity within their respective fields and achieve peer recognition for the quality of those contributions. Through such scholarly productivity and artistic achievements, faculty link the University to the global academic community of which Hofstra is a part.

The assessment of a faculty member's satisfaction of criteria relating to scholarly productivity and professional activity begins with the Ad Hoc Tenure Committee and extends through the Chair, Divisional FPB, Dean, Provost, President, and Board of Trustees. Recognizing, however, that expectations for publication or artistic achievement will necessarily differ from discipline to discipline, Faculty Policy Series #15 mandates that "The volume and character of the publication expected may vary according to the discipline" and thus places the responsibility for defining these expectations on the department in which the faculty member holds a teaching appointment. Accordingly, departments must develop policies with regard to scholarly productivity and professional activity, promulgate them in a clear and accessible manner, alert non-tenured faculty members of their progress in meeting those standards through annual evaluations and reappointment reviews, and apply those policies in an equitable and consistent fashion. In developing criteria regarding scholarly productivity and professional activity, departments should make reference to national and even international standards within the discipline. At the same time, however, they must take note of the specific constraints and/or opportunities that pertain to the Hofstra environment.

Although different departments will necessarily demand that scholarly productivity or professional activity be demonstrated in different ways and in various combinations, within the College there should be consistency in the manner in which similar materials are treated and interpreted. To that end, each department, in consultation with the Divisional FPB and Dean of HCLAS, should develop written standards in the area of scholarly productivity and professional activity in consonance both with disciplinary standards and more general guidelines legislated by the Hofstra College faculty, as outlined below.

I. PUBLICATION AND PROFESSIONAL ACTIVITY

Successful tenure candidates must have produced works of scholarship or art that have been validated by colleagues in the department and outside the University. Successful candidates should further show that they are engaged in an on-going program of research that will lead to future publication or professional activity. Scholarly work may result in books, monographs, articles in refereed publications, invited essays, and other activities appropriate to the discipline. Creative artists may demonstrate their creativity in performance, exhibitions, and other professional areas. Although departments may vary in the number of items required or in the specific outlets preferred, successful tenure candidates, by their tenure review year, must demonstrate a consistent, proven record of publication and/or professional activity. To be considered as "published," a scholarly work must have secured acceptance from a publisher and conform to accepted standards of research and documentation within the discipline.

II. WORK IN PROGRESS

Work in progress deserves consideration. Tenure candidates, it must be remembered, are developing scholars, and their best work, it is hoped, lies ahead of them. Nonetheless, work in progress normally must be contextualized within the body of work already published or produced. Potential, no matter how great, is no substitute for prior publication or performance. Accordingly, work in progress can be treated as part of the tenure candidate's body of work but does not alone represent a record of scholarship worthy of tenure. Untenured faculty engaged in long-term projects, such as books, should be encouraged to expose their ideas to the scrutiny of their peers in the profession by publishing parts of that project in article form prior to the completion of the entire project.

III. ASSESSING THE QUALITY OF WORK SUBMITTED

A successful tenure candidate must prove to those involved in the tenure process that the scholarly works presented meet the test of quality. Publication, because it generally constitutes a form of peer review external to the University, may be considered as one testimony to the quality of a faculty member's work. Departments may also, if they choose, adopt procedures to seek the opinions of outside reviewers. Although tenure candidates may request letters from scholars in the field, tenure committees and others may elect to give greater weight to external peer review that is solicited by the tenure committee and that addresses the quality of the work reviewed in a direct and thoughtful fashion. Tenure committees may consider outside letters and the placement of published work as factors in their deliberations, but this does not absolve Tenure Committees of the responsibility of reviewing the work themselves.