

School of Nursing

Survey Questions About Promotion and Tenure

The Dean of the School of Nursing, the Undergraduate Program Director (department chair equivalent), and a member of the school's PRC were surveyed.

Background

The School of Nursing (SON) became an independent free-standing school in July 2010. The School remained a part of the College of Education and Human Services (COEHS) PRC process, (there was one SON representative on the COEHS PRC) until August 2011 and followed that college's promotion and tenure guidelines. COEHS guidelines relate to dossier preparation by candidates and do not address PRC processes. In August 2011 the SON PRC began operations.

The SON PRC has just one college-level PRC, a "committee of the whole", meaning that all tenured faculty members in the School of Nursing are members of the PRC. Currently the PRC consists of five faculty members, and will gain two additional members in August 2012. All members currently hold the academic rank of Associate Professor or Clinical Associate Professor.

Members of the PRC are currently drafting PRC policies and guidelines for the School of Nursing. The written guidelines for external review are complete and have been utilized to guide the external review process this year. (See SON external review process). Additional written policies and guidelines are still "under construction" and are expected to be completed and approved in August 2012. During the first year of the PRC's existence the members operated under the guidance of the AAUP agreement and the promotion and tenure guidelines used by the COEHS.

The PRC members review every candidate's dossier and independently determine whether or not the candidate should be promoted. Then they meet together and discuss their findings and take a vote. If the vote is unanimous then one PRC member writes a letter with the PRC's recommendation. If the vote is not unanimous, then both sides prepare separate letters of recommendation (note that this has never happened). The Dean makes an independent determination based on the candidate's dossier. Both the Dean and the PRC consider the comments of the external reviewers in their decision making, however, no specific weight is

assigned to the external reviewers' letters. Many professors in the SON use teaching as their area of strength in seeking promotion and tenure. Others use scholarship. No one has used intellectual leadership that anyone can recall.

Evaluation of Scholarship

The PRC looks at the following (no specific weights are assigned to each area):

- a record of scholarship in nursing and nursing education
- publication in peer-reviewed journals, consider quality of the journal (impact factor, etc.)
- first authorship is important
- publication of books, and/or book chapters
- breadth of publication (i.e. publishes in 2 disciplines, e.g. nursing & education)
- other types of scholarship (e.g. poster presentations of research, research conference presentations)
- Grants developed, submitted and awarded
- Local, national, and international research activities
- Active participation in research organizations and significant outcomes that contribute to the discipline
- Competence as a teacher is essential even if the candidate seeks promotion for scholarship (see below)

Evaluation of Teaching : (Refer to list of dossier artifacts to demonstrate exceptional teaching)

- SEIQ scores are important to the PRC and Dean. All SEIQ reports for every class the candidate has taught are considered. In addition, candidates are asked to graph their mean scores by course over time and present a summary of teaching means. The PRC and Dean look for trends (consistently excellent, above average, below average, or improvement over time to a level that indicates above average to excellent. Student comments on the evaluations are also considered valuable, therefore the PRC wants to see all student comments for every course taught included in the dossier. The committee values SEIQ reports with a reasonably good response rate (60% or higher) and tends to disregard those with smaller percentage of student participation. For promotion to full professor the candidate should include SEIQ scores and student comments since promotion to Associate Professor, or for the previous 5 years. No specific weight is given to SEIQ report scores.

- Peer evaluations of teaching are considered valuable. At least 1 peer evaluations per semester is required beginning in the second year of the candidate's tenure cycle. At least two per year from years 2 to 6 in the promotion cycle. The Promotion and Tenure Taskforce recommends that colleges appoint a peer evaluation coordinator to schedule peer evaluations for all candidates. This function may be performed by the department chair or the chair of the PRC. Tenured professors from inside the SON and from other Colleges at CSU should be invited to do the peer evaluations. Three forms are used for peer evaluation: Classroom teaching, clinical teaching and online teaching (OCAT). (See peer evaluation forms). Currently in the SON most peer evaluations are scheduled by the candidate, but occasionally there are unannounced evaluations at the invitation of the Dean or Department Chair. No specific weight is assigned to peer evaluations.
- Refer to list of dossier artifacts to demonstrate teaching competency.

External Review Process: Refer to SON External Review Process