

Art + Design RTP Criteria updated 2023

Low Visibility –

Exhibitions, publications, projects, presentations, or clients with limited outreach, impact, or audience. These opportunities are generally not as competitive or difficult to achieve. While valuable to the community as a whole and has benefit to personal research agendas, it might not raise the profile of the University.

High Visibility –

Exhibitions, publications, projects, presentations, or clients with extensive outreach, impact, or audience. These opportunities are provided through institutions, associations, presses, government entities, companies, or organizations. They are sought after, curated, competitive, and/or more difficult to achieve, raising the profile of the institution and providing benefit to personal research agenda. The candidate must specify which visibility level an entry falls under.

Not Meeting –

Failed to meet the burden of proof and overall expectations for a tenure-track faculty member as defined by the University guidelines and this document in one or more criteria.

Meeting –

Met the burden of proof and expectations as outlined by this document, the Department, and University. May have some additional research, service, or teaching contribution that is above and beyond the minimum expectation.

Exceeding Expectations –

Excels in a way that shows exceptional dedication to the candidate's craft, field, discipline, and/or University. Produces a level of discourse that is consistently high-quality and more often exhibits, has clients, and contributes research in a high-visibility tier.

Minimum but not sufficient –

It should be recognized that common sense and flexibility need to be used in the application of criteria. Faculty members truly outstanding in one area but less active or successful in others may well be contributing more to the well-being of the Department, College, or University than someone adequate in all areas but outstanding in none. With this in mind, this document provides minimum but not necessarily sufficient requirements in each area for the awarding of retention, tenure, and/or promotion. Successful faculty will meet these criteria in all areas and may exceed these criteria in one or more areas.

At any point along the path to tenure or promotion, reviewers (Departmental and College committees, Chair, Dean, Provost, or President) are permitted to comment on job-related concerns, or a pattern of performance, not specifically enumerated in these criteria. Should

such written commentary be offered, these factors must be addressed by the candidate in all subsequent e-dossier submissions until such time as the concern has been alleviated to the satisfaction of the reviewers. The job-related factors identified in one review may play a significant role in future retention, tenure, or promotion decisions.

Note: In a genuine spirit of helping the reviewed faculty to succeed in the retention, tenure, and promotion process the Department committee shall provide written feedback to assist the candidate in the successful completion in their process.

I. Faculty Retention Years 1–3

A. Area 1. Effectiveness in Academic Assignment

Art + Design RTP Revisions 1/20/2023 Update

A. Area 1. Effectiveness in Academic Assignment

1. Teaching Effectiveness in Course Assignment

Utilize the narrative to address specific course expectations and effectiveness

- a. List of Courses Taught
- b. Copies of course syllabi
Course syllabi should include Student Learning Outcomes and meet current requirements as stated in P&G documents and faculty handbook (which may include uploading syllabi to student learning management system and ADA compliance).
- c. Samples of Course Materials:
Include as applicable; select presentations, lecture notes, project briefs, and other appropriate teaching materials
- d. Documented student work in supporting materials folder:
Include as applicable; visual work, writing samples, exams, assignments, and projects that exemplify the Student Learning Outcomes of the course as outlined in the syllabus.
- e. Mentorship/direction of individual undergraduate research and creative activities within course assignment: include as applicable; include documentation in supporting materials folder
- f. Managing studio/teaching facilities and/or equipment in area of teaching assignment, if applicable.
- g. Peer Reviews of Teaching:
Complete the documents as outlined in the current RTP Procedures and Guidelines (P&G) documents for the Enhanced Peer Review process that is scheduled to begin Fall 2023.

h. Student Evaluations:

Per the RTP Procedures and Guidelines issued on August 10, 2022, page 23 section 13, "Student evaluations shall be used as a formative, supportive tool rather than as a criterion for evaluating faculty." Faculty will include a narrative analysis of student evaluations in Area 1 to the standards of the current P&G guidelines.

- i. Maintain minimum of 3 hours per week of availability to students in office hours (including MWF and TH hours)
- j. Timely feedback to students and reporting of grades, per current University guidelines and faculty handbook.

2. Advisement

- a. Provide list of assigned advisees for each semester
- b. Timely advisement during enrollment periods
- c. Other advising activities (high-risk advising, open advising, Academic Alerts, Governors Orientation, etc.)

3. Other Academic Activities, include and document as applicable:

- a. Course and curricular development
- b. Development of study abroad programs
- c. Administrative duties or other activities requiring reassigned time
- d. Supervising student workers
- e. Other APSU high-impact practices including service learning, supervising internships, etc.
- f. Accompanying students to conferences, workshops, seminars, etc.
- g. Organizing and/or supervising field trips
- h. Documented evidence of student achievements such as awards, honors, peer-reviewed presentations, etc., in area of teaching assignment
- i. Interdisciplinary class collaboration
- j. Collaboration with classes outside of the Department of Art + Design
- k. Teaching awards
- l. External funding related to teaching assignment
- m. Internal funding related to teaching assignment and/or studio/teaching facilities or equipment (for example, TAF Grant)
- n. Mentorship/direction of individual undergraduate research and creative activities outside of course assignment: include as documentation in supporting materials folder
- o. Managing budget for course area/equipment
- p. Managing budget for course fees
- q. Hosting guest speakers
- r. Professional development including training, workshops, seminars, continuing education, conference attendance, online training, and similar activities related to professional growth that directly benefits students and curriculum development.

4. Other Departmental Activities
 - a. Frequent attendance at lectures, opening receptions, student exhibitions, other department events, etc.
 - b. Attendance at scheduled Departmental meetings

B. Area 2. Research/Scholarship/Creative Activities

1. Animation and Visual Effects

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a high-visibility peer-reviewed professional conference required by the third review
- c. Ongoing – Evidence of ongoing creative research; include documentation in supporting materials folder
- d. Performances or Exhibitions
 - i. One personal work accepted for juried or invitational exhibition/ screening
 - ii. Two additional creative works (either exhibitions or part of the Client category below) for a total of four creative works by the third review. Of the four, at least one should be high visibility and at least one work should be completed by the second review
- e. Clients
 - i. One professional client-based work
 - ii. Two additional creative works (either client-based or part of the Exhibition category above) for a total of four creative works by the third review. Of the four, at least one should be high visibility and at least one work should be completed by the second review
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Receipt of internal grants or fellowships for creative research or scholarly works
 - ii. Receipt of external grants or fellowships for creative research or scholarly works
 - iii. Curation of exhibition, jurying of festival, or other curatorial activity
 - iv. Public, corporate, or non-profit commissions
 - v. Professional consulting for a client
 - vi. Authoring critical reviews (print or digital)
 - vii. Authorship of discipline-specific writing for publication
 - viii. Critical response to work
 - ix. Prizes, awards, or honors relating to creative or professional work
 - x. Public lecture or workshop at a non-conference professional venue
 - xi. Publication of client or creative work in a journal, book, or other print or high-visibility online media
 - xii. Other scholarly or creative endeavors approved by chair

- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

2. Art Education

- a. Publications – submit one manuscript to a professional peer-reviewed publication by the third review
- b. Papers – One peer-reviewed paper or workshop at a high-visibility state, national, or international professional conference required by the third review
- c. Ongoing – Evidence of ongoing scholarly work; include documentation in supporting materials folder
- d. Performances and Exhibitions – None required but optional as below
 - i. Solo exhibition
 - ii. Small group exhibition
- e. Clients – None required
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Publication of a book, workbook, or textbook
 - ii. Publication of an article or essay in a peer-reviewed or editorial board journal (in print or digital)
 - iii. Service as editor of a book or book chapter
 - iv. Consulting to local school or art agency
 - v. Organizing a panel at a professional conference
 - vi. Collaborative research efforts that involve community or external partners
 - vii. Receipt of internal grants or funding for creative research or scholarly works
 - viii. Receipt of external grants or funding for creative research or scholarly works
 - ix. Professional non-conference lecture (university, museum, other scholarly venue)
 - x. Curating or organizing exhibition of student (k–12) or professional work
 - xi. Organizing professional outreach and development for local educators
 - xii. Other scholarly or creative endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

3. Art History

- a. Publications – Submit one essay manuscript to a professional peer-reviewed scholarly journal or publication by the third review, or submit one monograph book proposal to an academic publisher for consideration. Note: publication of one peer-reviewed scholarly journal/essay or one academic monograph book required by tenure/ sixth-year review

- b. Papers – Acceptance or completion of one paper at a high-visibility professional conference or scholarly presentation on research at a scholarly venue required by the second review; one additional acceptance or completion by the third review
- c. Ongoing – Evidence of ongoing scholarly work; include documentation in supporting materials folder, such as evidence of submissions or communication
- d. Performances and Exhibitions – None required
- e. Clients – None required
- f. Organizing a panel at a professional conference
- g. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Contributions to other art history publications (in print or digital), peer-reviewed, editorial board, or invited
 - ii. Receipt of internal grants or fellowships for research or scholarly works
 - iii. Receipt of external grants or fellowships for research or scholarly works
 - v. Authoring critical reviews of exhibitions
 - vi. Authoring critical reviews of books
 - vii. Curatorial activity
 - viii. Presentations at universities, museums, or other scholarly venues
 - ix. Received visiting scholar position at a library, university, or institution
 - x. Edited a scholarly volume
 - xi. Acceptance of monograph book contract (contract offered by publisher)
 - xii. Other scholarly or academic endeavors approved by chair
 - xiii. Critical response to work
- h. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

4. Graphic Design

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a high-visibility professional conference required by the third review
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions – None required
- e. Clients – Work with two clients by the second review; work with two additional clients by the third review for a minimum of four separate clients by the third review. At least one client must be high-visibility. The department supports the development of both new and ongoing client relationships.
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Funded internal grant or award for creative research or scholarly works
 - ii. Funded external grant or fellowship for creative research or scholarly works

- iii. Curatorial activity
- iv. Authoring critical review, authoring of design criticism, or authoring other peer-reviewed scholarly work
- v. Prize, honor, etc., at regional, national, and international level
- vi. Professional non-conference lecture or presentation (university, museum, or other scholarly venue)
- vii. Exhibit in non-juried, low-visibility exhibition
- viii. Exhibit in invitational or curated exhibition
- ix. Organizing a panel at a professional conference
- x. Other scholarly or academic endeavors approved by chair
- xi. Acceptance in a low-visibility or high-visibility juried competition
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

5. Studio – Client Based

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a high-visibility professional conference required by the third review
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions
 - i. Submission to one high-visibility juried exhibition, competition, or festival by the second review; submit to one additional by the third review (a total of five in years 1–6)
 - ii. Acceptance in one (of the above) high-visibility juried exhibitions, competitions, and festivals in the first three years (a total of two in years 1–6)
- e. Clients – Work with one client by the second review; an additional one by the third review (a total of five in years 1–6). At least one client should be high visibility. The department supports the development of both new and ongoing client relationships
- f. Other – A minimum of three activities from the following list by the tenure/sixth-year review:
 - i. Receipt of internal grants or fellowships for creative research or scholarly works
 - ii. Receipt of external grants or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public or corporate commissions
 - v. Professional gallery or agency affiliation
 - vi. Affiliated with an artists' group that exhibits regularly
 - vii. Authoring critical reviews

- viii. Prizes, awards, or honors at regional, national, or international level relating to creative or professional work
- ix. Public lecture or workshop at a non-conference professional venue of research or work with or for a client
- x. Solo exhibition, low or high visibility
- xi. Curated or invitational small group exhibition, low or high visibility
- xii. Acceptance to a competitive residency program
- xiii. Critical response to work
- xiv. Publication of client or creative work in a journal, book, or other print or high-visibility online media
- xv. Professional consulting for a client
- xvi. Small group exhibition at regional, national, or international level
- xvii. Other scholarly or creative endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in research area.

6. Studio – Practice Based

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a high-visibility professional conference required by the third review
- c. Ongoing – Evidence of ongoing creative research; include documentation in supporting materials folder
- d. Performances or Exhibitions
 - i. Inclusion in two exhibitions by the second review; four additional required by the third review. Two of the exhibitions must be high-visibility exhibitions by the third review. Clearly identify those exhibitions as high-visibility for the committee in your list of materials
 - ii. Submit to two juried exhibitions by the second review; submit to two additional by the third review. List of juried exhibition opportunities that have been applied for to be included in supporting documentation
 - iii. Acceptance in one (of the above) juried exhibition by the second review; acceptance in one additional by the third review
- e. Clients – non required
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Funded internal grants or fellowships for creative research or scholarly works
 - ii. Funded external grants or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public commissions (finalist or awarded)
 - v. Professional gallery affiliations or active membership in exhibiting artists group

- vi. Authorship of critical reviews of exhibitions
- vii. Prizes or honors at regional or national level
- viii. Professional non-conference lecture or gallery talk
- ix. Inclusion in public or corporate collections
- x. Authorship of discipline-specific writing for publication
- xii. Critical response to work
- xiii. Solo exhibition at a high-visibility exhibition venue or institution
- xiv. Small group exhibition at a high-visibility exhibition venue or institution
- xv. Acceptance to a competitive residency program
- xvi. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in the candidate’s area of research

C. Area 3. Service

1. Service to the University community – include and document as applicable
 - a. Committee work at Departmental level (required as assigned)
 - b. Committee work at the College, and University levels, established or ad-hoc (strongly recommended in years 4–6)
 - b. Non-committee Departmental contributions (e.g. maintaining Department website, design services, photographic services, peer reviews, etc.)
 - c. Recruiting activities (Departmental events, Gobs Preview Days, tours, high school visits, etc.)
 - d. Sponsorship of student organizations (include list of organization's activities and documentation)
 - e. Faculty Senate and faculty senate committees
 - f. Task forces at Departmental, College, or University level
 - g. Other campus leadership positions
 - h. Other campus service
 - i. Attendance at graduation (as required by faculty handbook)
 - j. Regular participation in the faculty triennial (required of Studio Art, Graphic Design, and Animation/VFX faculty; not required of Art History or Art Education faculty although their participation is welcome)
2. Service to the discipline – include as applicable
 - a. Membership in appropriate professional organizations (required)
 - b. Leadership in professional organizations
 - c. Serving as session chair, discussant, respondent, etc.
 - d. Peer-reviewing for publications, grants, conferences, etc.
 - e. Jurying an exhibition or competition

3. Service to the community – include as applicable
 - a. Presentations to schools and community groups about general area of expertise or discipline
 - b. Advice or consultation to community groups
 - c. Other discipline-related service to the community or larger society

II. Faculty Retention Years 4 to Tenure and Promotion to Associate Professor

A. Area 1. Effectiveness in Academic Assignment

(see years 1–3 above as well as items below)

4. Other Departmental Activities

Communicating curriculum, Department, and University policy and procedures with non-tenure track faculty within the candidate's academic area

B. Area 2. Research/Scholarship/Creative Activities

1. Animation and Visual Effects

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a peer-reviewed professional conference required in years 4–6 (a total of two in years 1–6)
- c. Ongoing – Provide evidence of ongoing creative research; include documentation in supporting materials folder
- d. Performances or Exhibitions
 - i. One personal work accepted for juried or invitational exhibition/screening.
 - ii. Two additional creative works (either exhibitions or part of the Client category below) for a total of four creative works by the sixth/tenure review. Of the four, at least one should be high visibility and at least one work should be completed by the fifth review
- e. Clients
 - i. One professional client-based work.
 - ii. Two additional creative works (either client-based or part of the Exhibition category above) for a total of four creative works by the sixth/tenure review. Of the four, at least one should be high visibility and at least one work should be completed by the fifth review
- f. Other – A minimum of three activities from the following list by the tenure/sixth-year review:
 - i. Receipt of internal grants or fellowships for creative research or scholarly works
 - ii. Receipt of external grants or fellowships for creative research or scholarly works

- iii. Curation of exhibition, jurying of festival, or other curatorial activity
- iv. Public, corporate, or non-profit commissions
- v. Professional consulting for a client
- vi. Authoring critical reviews (print or digital)
- vii. Prizes, awards, or honors relating to creative or professional work
- viii. Public lecture or workshop at a non-conference professional venue
- ix. Additional inclusions in exhibitions, film festivals, and screenings
- x. Critical response to work
- xi. Publication of client or creative work in a journal, book, or other print or high-visibility online media
- xii. Other scholarly or creative endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

2. Art Education

- a. Publications
 - i. Submit one additional manuscript to a professional peer-reviewed publication by tenure/sixth year-review (a total of 2 in years 1–6)
 - ii. Acceptance of one peer-reviewed manuscript (chapter, paper, conference proceeding, exhibition catalog contribution, magazine, or journal pertinent to the discipline) by the tenure/sixth-year review
- b. Papers – One additional peer-reviewed paper or workshop at a state, national, or international professional conference in years 4–6 (a total of two in years 1–6)
- c. Ongoing – Evidence of ongoing scholarly work; include documentation in supporting materials folder
- d. Performances and Exhibitions – None required but optional as below
 - i. Solo exhibition
 - ii. Small group exhibition
- e. Clients – None required
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Publication of a book, workbook, or textbook
 - ii. Publication of an article or essay in a peer-reviewed or editorial board journal (in print or digital)
 - iii. Service as editor of a book or book chapter
 - iv. Consulting to local school or art agency
 - v. Organizing a panel at a professional conference
 - vi. Collaborative research efforts that involve community or external partners
 - vii. Receipt of internal grants or funding for creative research or scholarly works
 - viii. Receipt of external grants or funding for creative research or scholarly works
 - ix. Professional non-conference lecture (university, museum, other scholarly venue)
 - x. Curating or organizing exhibition of student (k–12) or professional work

- xi. Organizing professional outreach and development for local educators
- xii. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

3. Art History

- a. Publications –
 - i. Submit one additional manuscript to a professional, peer-reviewed scholarly journal or essay publication by the third review or submit one monograph book proposal to an academic publisher for consideration in years 4–6 (a total of two submissions in years 1–6)
 - ii. Acceptance of one peer-reviewed scholarly journal/essay or one academic monograph book by tenure/ sixth-year review
- b. Papers – Acceptance or completion of two additional papers at a professional conference or scholarly presentation on current research at a scholarly venue required by the tenure/sixth-year review (a total of four in years 1–6)
- c. Ongoing – Evidence of ongoing scholarly work; include documentation in supporting materials folder such as evidence of submissions, or communication
- d. Performances and Exhibitions – None required
- e. Clients – None required
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Contributions to other art history publications (in print or digital), peer-reviewed, editorial board, or invited
 - ii. Receipt of internal grants, funding, or fellowships for research or scholarly works
 - iii. Receipt of external grants, funding, or fellowships for research or scholarly works
 - iv. Organizing a second panel at a professional conference (in addition to the required one in years 1–3)
 - v. Authoring critical reviews of exhibitions
 - vi. Authoring critical reviews of books
 - vii. Curatorial activity
 - viii. Presentations at universities, museums, or other scholarly venues
 - ix. Received visiting scholar position at a library, university, or institution
 - x. Edited a scholarly volume
 - xi. Acceptance of monograph book contract (contract offered by publisher)
 - xii. Critical response to work
 - xiii. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

4. Graphic Design

- a. Publications – None required
- b. Papers – Two additional papers, panels, or workshops at a high-visibility professional conferences required by the tenure/sixth year review (total of 3 in years 1–6)
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions – None required
- e. Clients – Work with a minimum total of six different clients between the third and sixth review; at least one client must be high-visibility. The department supports the development of both new and ongoing client relationships.
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Funded internal grant or award for research for creative research or scholarly works
 - ii. Funded external grant or fellowship for research for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Authoring critical review, authoring of design criticism, or authoring other peer-reviewed scholarly work
 - v. Prize, honor, etc., at regional, national, and international level
 - vi. Professional non-conference lecture or presentation (university, museum, or other scholarly venue)
 - vii. Exhibit in non-juried, low-visibility exhibition
 - viii. Exhibit in invitational or curated exhibition
 - ix. Organizing a panel at a professional conference
 - x. Other scholarly or academic endeavors approved by chair
 - xi. Acceptance in a low-visibility or high-visibility juried competition
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

5. Studio – Client Based

- a. Publications – None required
- b. Papers – One additional paper, panel, or workshop at a high-visibility professional conference required by the third review (a total of two in years 1–6)
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions
 - i. Submission to one juried exhibition, competition, or festival annually (a total of five in years 1–6)

- ii. Acceptance in one (of the above) high-visibility juried exhibition, competition, festivals in year 4–6; (a total of two in years 1–6)
- e. Client – Work with one client annually in years 4–6 (a total of five in years 1–6). At least one client should be high-visibility. The department supports the development of both new and ongoing client relationships
- f. Other – A minimum of three activities from the following list by the tenure/sixth-year review:
 - i. Receipt of internal grants, funding, or fellowships for creative research or scholarly works
 - ii. Receipt of external grants, funding, or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public or corporate commissions
 - v. Professional gallery or agency affiliation
 - vi. Affiliated with an artists' group that exhibits regularly
 - vii. Authoring critical reviews
 - viii. Prizes, awards, or honors at regional, national, or international level relating to creative or professional work
 - ix. Public lecture or workshop at a non-conference professional venue of research or work with or for a client
 - x. Solo exhibition, low or high visibility
 - xi. Curated or invitational small group exhibition, low or high-visibility
 - xii. Acceptance to a competitive residency program
 - xiii. Critical response to work
 - xiv. Publication of client or creative work in a journal, book, or other print or high-visibility online media
 - xv. Professional consulting for a client
 - xvi. Small group exhibition, low or high visibility
 - xvii. Other scholarly or creative endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in research area

6. Studio – Practice Based

- a. Publications – None required
- b. Papers – One additional paper, panel, or workshop at a professional conference required in years 4–6 (a total of two in years 1–6)
- c. Ongoing – Evidence of ongoing creative research; include documentation in supporting materials folder
- d. Performances or Exhibitions
 - i. Inclusion in six additional exhibitions by the tenure/sixth-year review; two are to be high-visibility exhibitions (a total of 12 exhibitions, 4 being high-visibility in years 1–6)

- ii. Submit to four additional juried exhibitions by tenure/sixth-year review. List of juried exhibition opportunities that have been applied for to be included in supporting documentation
- iii. Acceptance in two (of the above) juried exhibitions by the tenure/sixth-year review; at least one of these acceptances must be a high-visibility exhibition (total of four acceptances, one high-visibility in years 1–6)
- e. Clients – None required
- f. Other – A minimum of three different activities from the following list by the tenure/sixth-year review:
 - i. Funded internal grants or fellowships for creative research or scholarly works
 - ii. Funded external grants or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public commissions (finalist or awarded)
 - v. Professional gallery affiliations or active membership in exhibiting artists' group
 - vi. Authorship of critical reviews of exhibitions
 - vii. Prizes or honors at regional or national level
 - viii. Professional non-conference lecture or gallery talk
 - ix. Inclusion in public or corporate collections
 - x. Authorship of discipline-specific writing for publication
 - xii. Critical response to work
 - xiii. Solo exhibition at high-visibility venue or institution
 - xiv. Small group exhibition at high-visibility venue or institution
 - xv. Acceptance to a competitive residency program
 - xvi. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in the candidate's area of research

C. Area 3. Service

(See years 1–3 above with the additional note below)

- 1. Service to the University community – include and document as applicable Committee work at the College, and University levels, established or ad-hoc (strongly recommended in years 4–6)

III. Promotion to Full Professor

A. Area 1. Effectiveness in Academic Assignment

(see years 1–3 above in addition to items below)

1. Demonstrate ongoing curricular development that revisits and refreshes course material to benefit student success and maintain discipline specific industry standards (provide examples)
2. Communicating curriculum, Department and university policy and procedures with non-tenure track faculty within the candidate's academic area

B. Area 2. Research/Scholarship/Creative Activities

1. Animation and Visual Effects

- a. Publications – None required
- b. Papers – One paper, panel, or workshop at a peer-reviewed professional conference
- c. Ongoing – Provide evidence of ongoing creative research; include documentation in supporting materials folder.
- d. Performances or Exhibitions
 - i. One personal work accepted for juried or invitational exhibition/screening.
 - ii. Three additional creative works (either exhibitions or part of the Clients category below) for a total of five creative works. Of the five, at least two should be high visibility
- e. Clients
 - i. One professional client-based work.
 - ii. Three additional creative works (either client-based or part of the Exhibition category above) for a total of five creative works. Of the five, at least two should be high visibility.
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Receipt of internal grants or fellowships for creative research or scholarly works
 - ii. Receipt of external grants or fellowships for creative research or scholarly works
 - iii. Curation of exhibition, jurying of festival, or other curatorial activity
 - iv. Public, corporate, or non-profit commissions
 - v. Professional consulting for a client
 - vi. Authoring critical reviews (print or digital)
 - vii. Prizes, awards, or honors relating to creative or professional work
 - viii. Public lecture or workshop at a non-conference professional venue
 - iv. Additional inclusions in exhibitions, film festivals, and screenings
 - x. Critical response to work
 - xi. Publication of client or creative work in a journal, book, or other print or high-visibility online media
 - xii. Other scholarly or creative endeavors approved by chair

- xiii. Faculty research assignment or sabbatical
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

2. Art Education

- a. Publications – A total of two articles in a peer-reviewed professional publication since the last promotion; or acceptance of a book manuscript by a scholarly press since the last promotion.
- b. Papers – Two papers or workshops at a state, national, or international professional conference since the last promotion with at least one being high visibility.
- c. Performances and Exhibitions – None required
- d. Ongoing – Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- e. Clients – None required
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Publication of a book or exhibition review
 - ii. Service as editor for book or book chapter
 - iii. Contributing professional expertise to local school or art agency
 - iv. Organizing a panel at a high visibility professional conference
 - v. Collaborative research efforts that involve community or external partners
 - vi. Receipt of internal grants or funding for creative research or scholarly works
 - vii. Receipt of external grants or funding for creative research or scholarly works
 - viii. Professional non-conference lecture (university, museum, other scholarly venue)
 - ix. Gallery representation or active membership in an exhibiting artists' group (including online media).
 - x. Inclusion in public or corporate collection.
 - xi. Curating or organizing exhibition of student (k-12) or professional work.
 - xii. Faculty research assignment or sabbatical
 - xiii. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in the candidate's area of research

3. Art History

- a. Publications – Two additional article-length pieces accepted for publication in a peer-reviewed publication since the last promotion; or acceptance of a book manuscript for publication by a scholarly press

- b. Papers – Three papers at a professional conference or invited research talks at a scholarly or museum/exhibition venue since the last promotion, two of which should be high-profile
- c. Performances and Exhibitions – None required
- d. Ongoing – Evidence of ongoing scholarly work; include documentation in supplemental materials folder
- e. Clients – None required
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Contributions to other art history publications, peer-reviewed or invited
 - ii. Receipt of internal grants, funding, or fellowships for research or scholarly works
 - iii. Receipt of external grants, funding, or fellowships for research or scholarly works
 - iv. Organizing a panel at a professional conference
 - v. Authoring critical reviews of exhibitions
 - vi. Authoring critical reviews of books
 - vii. Curatorial activity
 - viii. Presentations at universities, museums, or other scholarly venues
 - ix. Critical response to work
 - x. Faculty research assignment or sabbatical
 - xi. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in the candidate’s area of research

4. Graphic Design

- a. Publications – None required
- b. Papers – Two papers, panels, or workshops at a high-visibility professional conference required since last promotion
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions – None required
- e. Clients – Work with a minimum total of six different clients since last promotion; at least one client must be high-visibility. The department supports the development of both new and ongoing client relationships.
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Funded internal grant or award for research for creative research or scholarly works
 - ii. Funded external grant or fellowship for research for creative research or scholarly works
 - iii. Curatorial activity

- iv. Authoring critical review, authoring of design criticism, or authoring other peer-reviewed scholarly work
- v. Prize, honor, etc., at regional, national, and international level
- vi. Professional non-conference lecture or presentation (university, museum, or other scholarly venue)
- vii. Exhibit in non-juried, low-visibility exhibition
- viii. Exhibit in invitational or curated exhibition
- ix. Organizing a panel at a professional conference
- x. Other scholarly or academic endeavors approved by chair
- xi. Acceptance in a low-visibility or high-visibility juried competition
- xii. Faculty research assignment or sabbatical
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth

5. Studio – Client Based

- a. Publications – None required
- b. Papers – Two papers, panels, or workshops at a professional conference since the last promotion
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions – Acceptance in three high-visibility juried/invited/curated exhibitions, competitions, and festivals since last promotion
- e. Client – Work with four clients since last promotion. At least two clients should be high visibility. The department supports the development of both new and ongoing client relationships
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Receipt of internal grants or fellowships for creative research or scholarly works
 - ii. Receipt of external grants or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public or corporate commissions
 - v. Professional gallery or agency affiliation
 - vi. Affiliated with an artists' group that exhibits regularly
 - vii. Authoring critical reviews
 - viii. Prizes or honors at regional, national, or international level relating to creative or professional work
 - ix. Public lecture at a non-conference professional venue of research or work with or for a client
 - x. Solo exhibition low or high visibility

- xi. Curated or invitational small group exhibition, low or high visibility
- xii. Acceptance to a competitive residency program
- xiii. Critical response to work
- xiv. Publication of client or creative work in a journal, book, or other print or high-visibility online media
- xv. Professional consulting for a client
- xvi. Small group exhibition at regional, national, or international level
- xvii. Faculty research assignment or sabbatical
- xviii. Other scholarly or academic endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in the candidate’s area of research

6. Studio – Practice Based

- a. Publications – None required
- b. Papers – Two papers, panels, or workshops at a professional conference since the last promotion
- c. Ongoing – Evidence of ongoing creative research; include documentation in supplemental materials folder
- d. Performances or Exhibitions
 - i. Curated or invited solo exhibition at high-visibility venue
 - ii. Five small-group juried, invited, or curated exhibitions at high-visibility venues
 - iii. Other proof of active engagement in exhibitions, screenings, and/or performances
- e. Clients – None required
- f. Other – A minimum of three from any of the categories listed below since last promotion:
 - i. Funded internal grants for creative research or scholarly works
 - ii. Funded external grants or fellowships for creative research or scholarly works
 - iii. Curatorial activity
 - iv. Public commissions (finalist or awarded)
 - v. Professional gallery affiliation or active membership in exhibiting artists’ group
 - vi. Authorship of critical reviews of exhibitions
 - vii. Prizes or honors at regional or national level
 - viii. Professional non-conference lecture or gallery talk
 - ix. Inclusion in public or corporate collection
 - x. Authorship of discipline specific writing for publication
 - xi. Critical response to work
 - xii. Faculty research assignment or sabbatical
 - xiii. Acceptance to a competitive residency

- xiv. Other scholarly or creative endeavors approved by chair
- g. Professional development – this category includes training, workshops, seminars, continuing education, conference attendance, online training, or similar activities related to professional growth in research area

C. Area 3. Service

(See years 1–3)