College of Education Curriculum and Instruction Guidelines for Promotion and Tenure

For advancement within the Department of Curriculum and Instruction, the applicant's professional file must demonstrate competence in effective classroom teaching and one or more of the facets of the Boyer Model:

- Scholarship of Integration
- Scholarship of Application
- Contribution of Discovery

Effective Classroom Teaching

In addition to the documentation required by Appendix C in the Faculty Handbook, the applicant must:

Associate Professor	Tenure	Full Professor

Designated as tenure track Faculty must complete a minimum of five years in rank. Faculty apply for promotion in	Achieved Associate Professor Faculty must complete a minimum of five years in rank. Faculty apply for promotion in rank during the fall semester of the year following	Achieved Associate Professor and Tenure Faculty must complete a minimum of five years in rank. Faculty apply for promotion in
rank during the fall semester of the year following completion of the minimum years in rank (which is five). Show an ongoing record of	completion of the minimum years in rank (which is five). Demonstrate effectiveness as a teacher in the classroom. This	rank during the fall semester of the year following completion of the minimum years in rank (which is five).
effective teaching for at least four years. Demonstrate effectiveness as a	 may be done by any combination of the following: OSAT or OPTE pass rates, as appropriate Pre and post evaluations Student evaluations 	Show an ongoing record of effective teaching for the most recent four out of five years since becoming tenured.
 Demonstrate effectiveness as a teacher in the classroom. This may be done by any combination of the following : OSAT or OPTE pass rates, as appropriate Pre and post evaluations Student evaluations Peer evaluations Departmental evaluation or another valid method approved by the C&I ED Chair and senior faculty. 	 Student evaluations Peer evaluations Departmental evaluation or another valid method approved by the C&I ED Chair and senior faculty. 	 Demonstrate effectiveness as a teacher in the classroom. This may be done by any combination of the following: OSAT pass rates, as appropriate Pre and post evaluations Student evaluations Peer evaluations Departmental evaluation or another valid method approved by the C&I ED Chair and senior faculty.

Scholarly Activities

Faculty members must demonstrate an ongoing scholarly agenda. Each of the four types of Scholarship as defined by the Boyer Model and Appendix C are applicable to C&I faculty.

Associate Professor	Tenure	Full Professor
 Show an ongoing record of scholarship as defined below and in Appendix C in the Faculty Handbook for at least four years. 	 Show an ongoing record of scholarship as defined below and in Appendix C in the Faculty Handbook for at the past five years. 	 Show an ongoing record of scholarship as defined below and in Appendix C in the Faculty Handbook since becoming tenured.
Teaching and Learning Suggestions	Teaching and Learning Suggestions	Teaching and Learning Suggestions

* New courses developed	* New courses developed	* New courses developed
* Major changes to courses	* Major changes to courses	* Major changes to courses
* Materials developed for	* Materials developed for	* Materials developed for
teaching	teaching	teaching
* New course	* New course bibliographies /	* New course bibliographies /
bibliographies /	webliographies	webliographies
webliographies	* Development of course packets	* Development of course packets
* Mentoring undergraduate and	*Successful completion of Quality	*Successful completion of
graduate students outside of	Matters	Quality Matters
coursework.	* Field trips or virtual field trips to	* Field trips or virtual field trips
Development of course packets	exemplary classrooms / school	to exemplary classrooms /
*Successful completion of	sites	school sites
Quality Matters	* Mentoring undergraduate and graduate	* Mentoring undergraduate and
* Field trips or virtual field	students outside of coursework.	graduate students outside of
trips to exemplary	* Advising and counseling students	coursework.
classrooms / school sites	regarding course content	* Advising and counseling students
* Advising and counseling students	* Experimental or	regarding course content
regarding course content	innovative teaching	* Experimental or
* Experimental or	* Preparation of	innovative teaching
innovative teaching	instructional media	* Preparation of
* Preparation of	* Supervision of theses or	instructional media
instructional media	other student projects	* Supervision of theses or
* Supervision of theses or		other student projects
other student projects	*Assist candidates to prepare for	
	and successfully pass the OGET,	*Assist candidates to prepare
*Assist candidates to prepare for	OSAT, and/or OPTE exams	for and successfully pass the
and successfully pass the OGET,	* Other, as approved first	OGET, OSAT, and/or OPTE
OSAT, and/or OPTE exams	by the C&I Chair and	exams
* Other, as approved first	then by senior faculty.	* Other, as approved first by the C&I
by the C&I Chair and then		Chair and then by senior
by senior faculty.		faculty.
	*Development of blended or on-line	
	course	
*Development of blended or on-	*Write Course Proposal and submit to	*Development of blended or on-line
line course	program /department /Teacher Ed	course
*Write Course Proposal and	Council for approval	*Write Course Proposal and submit to
submit to program /department	*Teaching and assisting districts for the	program /department /Teacher Ed
/Teacher Ed Council for approval	10 hours through CAEP/NCATE	Council for approval
*Teaching and assisting districts	*Administrating a grant or contract for	*Teaching and assisting districts for
for the 10 hours through	teaching improvement or	the 10 hours through CAEP/NCATE
CAEP/NCATE	curricular development	*Received or administered a grant.
	* Service Learning	* Service Learning

*Administrating a grant or contract	*Received or administered a grant.	
for teaching improvement		
or curricular development		
* Service Learning		
*Received or administered a grant.		

Scholarship of Discovery	Scholarship of Discovery	Scholarship of Discovery
*Articles submitted to blog site or on-line site * Appear on News Outlets (Contributions to media) * Unsponsored faculty research with specific documentation * Scholarly practice which results in the creation or dissemination of new knowledge, clarification of existing knowledge or creative application of knowledge.	*Articles submitted to blog site or on-line site *Appear on News Outlets (Contributions to media) * Unsponsored faculty research with specific documentation * Scholarly practice which results in the creation or dissemination of new knowledge, clarification of existing knowledge or creative application of knowledge.	*Articles submitted to blog site or on- line site *Appear on News Outlets (Contributions to media) * Unsponsored faculty research with specific documentation * Scholarly practice which results in the creation or dissemination of new knowledge, clarification of existing knowledge or creative application of knowledge.

 * Other, as approved first by the C&I Chair and then by senior faculty. * Grant proposals submitted * Articles generated as a result of original research and published in refereed national and regional journals * Scholarly papers related to original research and presented at professional conferences * Illustrated material and other media based on original research * Grant proposals funded * Serve on Master's thesis committees 	 * Other, as approved first by the C&I Chair and then by senior faculty. * Grant proposals submitted *Articles generated as a result of original research and published in refereed national and regional journals * Scholarly papers related to original research and presented at professional conferences * Illustrated material and other media based on original research * Grant proposals funded *Serve on Master's thesis committees 	 * Other, as approved first by the C&I Chair and then by senior faculty. * Grant proposals submitted *Articles generated as a result of original research and published in refereed national and regional journals * Scholarly papers related to original research and presented at professional conferences * Illustrated material and other media based on original research * Grant proposals funded * Serve on Master's thesis committees
Scholarship of Integration	Scholarship of Integration	Scholarship of Integration

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*Article in university publication or other locally supported and circulated journals *Popular writing/writing for non-specialists *Preparing computer software or programs *Preparing instructional video /still shots with voice over/podcasts *Developing/revising core curriculum *Developing a cross-disciplinary seminar *Indexing/Cataloging *Editing books *Published book review and/or abstract *Bibliography published *Professional consulting (nature of activity and impact of work on the field) Contributed a chapter to a book or textbook *Textbook published	*Article in university publication or other locally supported and circulated journals *Popular writing/writing for non-specialists *Preparing computer software or programs *Preparing instructional video /still shots with voice over/podcasts *Developing/revising core curriculum *Developing a cross-disciplinary seminar *Indexing/Cataloging *Editing books *Published book review and/or abstract *Bibliography published *Professional consulting (nature of activity and impact of work on the field) Contributed a chapter to a book or textbook *Textbook published	*Article in university publication or other locally supported and circulated journals *Popular writing/writing for non-specialists *Preparing computer software or programs *Preparing instructional video /still shots with voice over/podcasts *Developing a cross-disciplinary seminar *Indexing/Cataloging *Editing books *Published book review and/or abstract *Bibliography published *Professional consulting (nature of activity and impact of work on the field) Contributed a chapter to a book or textbook *Textbook published

Scholarship of Application	Scholarship of Application	Scholarship of Application
*Community service that relates directly to the intellectual work of the professor *Serving as referee for a professional journal *Service on state or national boards with research or scholarly functions *Presentations at professional meetings *Proposal Reviewer for professional organizations. *Short courses/seminars related to the faculty members discipline (by invitation)	*Community service that relates directly to the intellectual work of the professor *Serving as referee for a professional journal *Service on state or national boards with research or scholarly functions *Presentations at professional meetings *Proposal Reviewer for professional organizations. *Short courses/seminars related to the faculty members discipline (by invitation)	*Community service that relates directly to the intellectual work of the professor *Serving as referee for a professional journal *Service on state or national boards with research or scholarly functions *Presentations at professional meetings *Proposal Reviewer for professional organizations. *Short courses/seminars related to the faculty members discipline (by invitation)

Contribution to Institution and Profession

Applicants will demonstrate consistent and reliable contributions to their program, department, college and university. Extending their expertise to enhance the reputation of the university is also required.

Associate Professor	Tenure	Full Professor
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	Sets an example to junior faculty in each of the following areas:	Sets an example to junior faculty and assumes leadership roles in each of the following areas:
Program	Program	Program
Shows evidence each of the	Shows evidence each of the	Shows evidence each of the
past five years of:	past five years of:	past five years of:
*Attendance at meetings	*Attendance at meetings	*Attendance at meetings
*Contributing share	*Contributing share	*Contributing share
of time and	of time and	of time and
expertise in ongoing	expertise in ongoing	expertise in ongoing
assessment	assessment	assessment
developments and	developments and	developments and
concerns of program	concerns of program	concerns of program
Department	Department	Department
Shows evidence each of the	Shows evidence each of the	Shows evidence each of the
past five years of:	past five years of:	past five years of:
*Attendance at meetings	*Attendance at meetings	*Attendance at meetings
*Contributing time	*Contributing time	*Contributing time
and expertise in	and expertise in	and expertise in
ongoing assessment	ongoing assessment	ongoing assessment
developments and	developments and	developments and
concerns of program	concerns of program	concerns of program
*Serving as needed	*Serving as needed	*Serving as needed
by Chair in	by Chair in	by Chair in
recruitment activities	recruitment activities	recruitment activities
College of Education	College of Education	College of Education
Shows evidence each of the	Shows evidence each of the	Shows evidence each of the
past five years of:	past five years of:	past five years of:
*Attendance at meetings	*Attendance at meetings	*Attendance at meetings
*Contributing time	*Contributing time	*Contributing time
and expertise in	and expertise in	and expertise in
ongoing	ongoing	ongoing
assessments,	assessments,	assessments,
developments, an	developments, an	developments, an
concerns of the	concerns of the	concerns of the
College	College	College

*Completing Chalk	*Completing Chalk	*Completing Chalk
and Wire	and Wire	and Wire
responsibilities	responsibilities	responsibilities
*Participates and assists	*Participates and assists	*Participates and assists
with fall and spring Teacher	with fall and spring Teacher	with fall and spring Teacher
Education interviews	Education interviews	Education interviews
University	University	University
Shows evidence each of the	Shows evidence each of the	Shows evidence each of the
past five years of:	past five years of:	past five years of:
*Attendance at meetings	*Attendance at meetings	*Attendance at meetings
*Contributes time	*Contributes time	*Contributes time
and expertise on	and expertise on	and expertise on
committee work at	committee work at	committee work at
the Program,	the Program,	the Program,
Department, College	Department, College	Department, College
of Education or	of Education or	of Education or
University level	University level	University level
	*Serves on	*Serves on
	Retention, Tenure, &	Retention, Tenure, &
	Promotion	Promotion
	Committee	Committee
	*Assists in	*Assists in
	recruitment of future	recruitment of future
	students	students
	*Serves on Search	*Serves on Search
	Committees at Program,	Committees at
	Department, College of	Program,
	Education, or University	Department, College
	level	of Education, or
		University level

Profession	Profession	Profession
Shows evidence each of the	Shows evidence each of the	Shows evidence each of the
past five years of at least	past five years of at least	past five years of at least
two of the following:	three of the following:	three of the following:
* Leadership positions	* Leadership positions	* Leadership positions
* Special University,	* Special University,	* Special University,
College, or	College, or	College, or
Departmental	Departmental	Departmental
coordinator or other	coordinator or other	coordinator or other
service foundations	service foundations	service foundations
*Activities which enhance	* Activities which enhance	* Activities which enhance
the image of the	the image of the	the image of the
university.	university.	university
* Represent the university	* Represent the university	* Represent the university
to the public	to the public	to the public
* Further the goals and	* Further the goals and	* Further the goals and
direction of the	direction of the	direction of the
University	University	University
* Exercise professional	* Exercise professional	* Exercise professional
competence for the	competence for the	competence for the
benefit of the public	benefit of the public	benefit of the public
* Sponsor a professional	* Sponsor a professional	* Sponsor a professional
organization on	organization on	organization on campus
campus	campus	* Serve as Program Chair
* Serve as Program Chair	* Serve as Program Chair	*Serve as Department Chair
*Serve as Department Chair	*Serve as Department Chair	