

**College of Education**  
**Health and Kinesiology**  
**Guidelines for Promotion and Tenure**

The Department of Health and Kinesiology guidelines for promotion and tenure follow Appendix C in the Faculty Handbook. The applicant must demonstrate competence in the following areas: Effective Classroom Teaching, Scholarly Activities, and Contributions to the Institution and Profession.

**Associate Professor**

**Effective Classroom Teaching**

The applicant must:

- Designated as tenure track.
- Serve five years as Assistant Professor.
- Show an ongoing record of effective teaching for at least four years. Demonstration of effective teaching may be accomplished by any combination of two or more of the following:
  - OSAT pass rates, as appropriate
  - Evidence of student learning outcomes and/or learning gains exhibited by students (e.g., pre-post evaluation, item analysis, certification, etc.)
  - Student evaluations
  - Peer evaluations
  - Departmental evaluation
- Submit a list of annual goals involving effective classroom teaching and a reflection of achievement of annual goals.
- Complete a minimum of three (3) different teaching activities from the following list. For each entry provide the semester(s) and year(s):
  - Demonstrate curricular innovation made through changing pedagogy (i.e. instructional strategies, new methods of teaching, or assessments).
  - Develop a course. Identify the basis for the course and procedure and information used to develop the course content.
  - Describe major changes to course content or methods. Identify the previous course content/methods and describe how the changes have impacted students.
  - Describe opportunities for students to learn in alternative formats.
  - Incorporate supportive technologies associated with curriculum. Include a description of the new technologies and how they have enhanced or provided a value-added experience.

- Mentor research and/or graduate assistant(s). Describe what activities were involved.
- Mentor student's practicum, internship and/or capstone experiences. Describe what activities were involved.
- Supervise an independent study or a directed reading. Provide the title of the independent study and the activities involved.
- Supervise a Service Learning experience. Provide a description of the experience and the number of students involved.
- Awards or recognition for teaching excellence. Include the name and date of the award.

### **Scholarly/ Creative Achievement (Boyer's Areas of Scholarship)**

The applicant must:

- Submit a list of annual goals involving scholarly activities and a reflection of achievement of annual goals.
- Complete a minimum of four (4) scholarly activities from at least three (3) different categories below. For each entry provide the semester(s) and year(s).
  - Presentation at a peer reviewed professional/scholarly meeting (International, national, regional or state level).
  - Publish a book, book chapter(s), article in a professional journal that is peer reviewed, juried, or refereed.
  - Involve students in scholarly/research activities. Provide a description of the activities.
  - Complete certification requirements or credentials related to one's teaching or content area(s).
  - Develop new skills or knowledge developed through attendance at a professional conference, seminar, workshop, or meeting.
  - Participate in a grant writing activity including a grant review and/or grant management (include internal grants). Provide a description of the grant activity.
  - Assist in conducting course, curriculum, and/or program reviews and/or prepare special reports. Provide a description of the activity.
  - Assist in the development of curriculum, accreditation and/or assessment instruments for recognized national, state, local and/or community organizations. Provide a description of the activity including the name of the organization.
  - Direct or serve on a research, capstone project, or thesis committee.

## **Contributions to the Institution and Profession**

The applicant must:

- Submit a list of annual goals involving contributions to the institution and/or profession and a reflection of achievement of annual goals.
- Complete a minimum of four (4) different service activities from at least three (3) different categories below. For each entry include the semester(s) and year(s).
  - Professional service to the community that is directly related to one's role at the university.
  - Service to a professional organization (active membership, committee work, board membership, officer, sponsor, or journal reviewer).
  - Service to the program by membership and/or contribution to a program-level committee or activity.
  - Service to the department by membership and/or contribution to a department-level committee or activity.
  - Service to the college by membership and/or contribution to a college-level committee or activity.
  - Service to the university by membership and/or contribution to a university-level committee or activity.
  - Service as a program coordinator.
  - Student advisement, practicum supervision, and/or internship supervision. Describe the activities that were involved.
  - Student retention or recruitment activities. Describe the activities that were involved.
  - Teacher Education Faculty must complete a minimum of ten hours of PK-12 experience each academic year.

## **Tenure**

### **Effective Classroom Teaching**

The applicant must:

- Achieved Associate Professor.
- Show an ongoing record of effective teaching for at least five years. Demonstration of effective teaching may be accomplished by any combination of two or more of the following:
  - OSAT pass rates, as appropriate
  - Evidence of student learning outcomes and/or learning gains exhibited by students (e.g., pre-post evaluation, item analysis, certification, etc.)
  - Student evaluations
  - Peer evaluations
  - Departmental evaluation
- Submit a list of annual goals involving effective classroom teaching and a reflection of achievement of annual goals.
- Complete a minimum of three (3) different teaching activities from the following list. For each entry provide the semester(s) and year(s):
  - Demonstrate curricular innovation made through changing pedagogy (i.e. instructional strategies, new methods of teaching, or assessments).
  - Develop a course. Identify the basis for the course and procedure and information used to develop the course content.
  - Describe major changes to course content or methods. Identify the previous course content/methods and describe how the changes have impacted students.
  - Describe opportunities for students to learn in alternative formats.
  - Incorporate supportive technologies associated with curriculum. Include a description of the new technologies and how they have enhanced or provided a value-added experience.
  - Mentor research and/or graduate assistant(s). Describe what activities were involved.
  - Mentor student's practicum, internship and/or capstone experiences. Describe what activities were involved.
  - Supervise an independent study or a directed reading. Provide the title of the independent study and the activities involved.
  - Supervise a Service Learning experience. Provide a description of the experience and the number of students involved.
  - Awards or recognition for teaching excellence. Include the name and date of the award.

### **Scholarly/ Creative Achievement (Boyer's Areas of Scholarship)**

The applicant must:

- Submit a list of annual goals involving scholarly activities and a reflection of achievement of annual goals.
- Complete a minimum of four (4) scholarly activities from at least three (3) different categories below. For each entry provide the semester(s) and year(s).
  - Presentation at a peer reviewed professional/scholarly meeting (International, national, regional or state level).
  - Publish a book, book chapter(s), article in a professional journal that is peer reviewed, juried, or refereed.
  - Involve students in scholarly/research activities. Provide a description of the activities.
  - Complete certification requirements or credentials related to one's teaching or content area(s).
  - Develop new skills or knowledge developed through attendance at a professional conference, seminar, workshop, or meeting.
  - Participate in a grant writing activity including a grant review and/or grant management (include internal grants). Provide a description of the grant activity.
  - Assist in conducting course, curriculum, and/or program reviews and/or prepare special reports. Provide a description of the activity.
  - Assist in the development of curriculum, accreditation and/or assessment instruments for recognized national, state, local and/or community organizations. Provide a description of the activity including the name of the organization.
  - Direct or serve on a research, capstone project, or thesis committee.

### **Contributions to the Institution and Profession**

The applicant must:

- Submit a list of annual goals involving contributions to the institution and/or profession and a reflection of achievement of annual goals.
- Complete a minimum of four (4) different service activities from at least three (3) different categories below. For each entry include the semester(s) and year(s).
  - Professional service to the community that is directly related to one's role at the university.
  - Service to a professional organization (active membership, committee work, board membership, officer, sponsor, or journal reviewer).
  - Service to the program by membership and/or contribution to a program-level committee or activity.
  - Service to the department by membership and/or contribution to a department-level committee or activity.

- Service to the college by membership and/or contribution to a college-level committee or activity.
- Service to the university by membership and/or contribution to a university-level committee or activity.
- Service as a program coordinator.
- Student advisement, practicum supervision, and/or internship supervision. Describe the activities that were involved.
- Student retention or recruitment activities. Describe the activities that were involved.
- Teacher Education Faculty must complete a minimum of ten hours of PK-12 experience each academic year.

## **Professor**

### **Effective Classroom Teaching**

The applicant must:

- Achieved Associate Professor and Tenure
- Served six years in rank as Associate Professor.
- Show an ongoing record of effective teaching for the most recent four out of five years since becoming tenured. Demonstration of effective teaching may be accomplished by any combination of two or more of the following:
  - OSAT pass rates, as appropriate
  - Evidence of student learning outcomes and/or learning gains exhibited by students (e.g., pre-post evaluation, item analysis, certification, etc.)
  - Student evaluations
  - Peer evaluations
  - Departmental evaluation
- Submit a list of annual goals involving effective classroom teaching and a reflection of achievement of annual goals.
- Complete a minimum of four (4) different teaching activities from the following list. For each entry provide the semester(s) and year(s):
  - Demonstrate curricular innovation made through changing pedagogy (i.e. instructional strategies, new methods of teaching, or assessments).
  - Develop a course. Identify the basis for the course and procedure and information used to develop the course content.
  - Describe major changes to course content or methods. Identify the previous course content/methods and describe how the changes have impacted students.
  - Describe opportunities for students to learn in alternative formats.
  - Incorporate supportive technologies associated with curriculum. Include a description of the new technologies and how they have enhanced or provided a value-added experience.
  - Mentor research and/or graduate assistant(s). Describe what activities were involved.
  - Mentor student's practicum, internship and/or capstone experiences. Describe what activities were involved.
  - Supervise an independent study or a directed reading. Provide the title of the independent study and the activities involved.
  - Supervise a Service Learning experience. Provide a description of the experience and the number of students involved.
  - Awards or recognition for teaching excellence. Include the name and date of the award.

### **Scholarly/ Creative Achievement (Boyer's Areas of Scholarship)**

The applicant must:

- Submit a list of annual goals involving scholarly activities and a reflection of achievement of annual goals.
- Complete a minimum of five (5) scholarly activities from at least three (3) different categories below. For each entry provide the semester(s) and year(s).
  - Presentation at a peer reviewed professional/scholarly meeting (International, national, regional or state level).
  - Publish a book, book chapter(s), article in a professional journal that is peer reviewed, juried, or refereed.
  - Involve students in scholarly/research activities. Provide a description of the activities.
  - Complete certification requirements or credentials related to one's teaching or content area(s).
  - Develop new skills or knowledge developed through attendance at a professional conference, seminar, workshop, or meeting.
  - Participate in a grant writing activity including a grant review and/or grant management (include internal grants). Provide a description of the grant activity.
  - Assist in conducting course, curriculum, and/or program reviews and/or prepare special reports. Provide a description of the activity.
  - Assist in the development of curriculum, accreditation and/or assessment instruments for recognized national, state, local and/or community organizations. Provide a description of the activity including the name of the organization.
  - Direct or serve on a research, capstone project, or thesis committee.

### **Contributions to the Institution and Profession**

The applicant must:

- Submit a list of annual goals involving contributions to the institution and/or profession and a reflection of achievement of annual goals.
- Complete a minimum of five (5) different service activities from at least four (4) different categories below. For each entry include the semester(s) and year(s).
  - Professional service to the community that is directly related to one's role at the university.
  - Service to a professional organization (active membership, committee work, board membership, officer, sponsor, or journal reviewer).
  - Service to the program by membership and/or contribution to a program-level committee or activity.
  - Service to the department by membership and/or contribution to a department-level committee or activity.



- Service to the college by membership and/or contribution to a college-level committee or activity.
- Service to the university by membership and/or contribution to a university-level committee or activity.
- Service as a program coordinator.
- Student advisement, practicum supervision, and/or internship supervision. Describe the activities that were involved.
- Student retention or recruitment activities. Describe the activities that were involved.
- Teacher Education Faculty must complete a minimum of ten hours of PK-12 experience each academic year.