



RUTGERS POLICY

Section: 60.5.15

Section Title: Faculty

Policy Name: Application of Criteria for Academic Appointments, Reappointments and Promotions

Formerly Book: 3.3.19

Approval Authority: President

Responsible Executive: Executive Vice President for Academic Affairs

Responsible Office: Office of Academic Labor Relations

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Errors or changes? Contact: aclr@rutgers.edu

1. **Policy Statement**

Those faculty members who have made the most important contributions to the University and have discharged their duties with the greatest distinction will be considered for promotion. Continued growth and continued contributions are required for all ranks. Advancement to a higher rank is not automatic.
2. **Reason for Policy**

This policy describes the principles in applying the criteria for academic appointments, reappointments and promotions, described in Policy 60.5.14, in faculty evaluations, and the responsibility of the department chairs and the role of peer review in such evaluations.
3. **Who Should Read This Policy**
 - Chancellors, Deans, directors and department chairs
 - Faculty members
 - Academic administrators
4. **Related Documents**

Policy 60.5.6, Required Reviews of Tenured and Tenure-Track Faculty
Policy 60.5.7, Required Post-tenure Reviews and Procedures
Policy 60.5.14, Criteria for Academic Appointments, Reappointments and Promotions
5. **Contacts**

Office of Academic Affairs
848-932-7174

6. The Policy

60.5.15 APPLICATION OF CRITERIA FOR ACADEMIC APPOINTMENTS, REAPPOINTMENTS AND PROMOTIONS

- A. General Principles. Those faculty members who have made the most important contributions to the University and have discharged their duties with the greatest distinction will be considered for promotion. Continued growth and continued contributions are required for all ranks. Advancement to a higher rank is not automatic. The criteria described in Section 60.5.14 (formerly Book 3.3.18), Criteria for Academic Appointments, Reappointments and Promotions, are not mutually exclusive but rather overlapping and complementary. It should be noted that the criteria are expressed in terms of the individual's accomplishments and not in terms of earned degrees, although these are important. In regard to accomplishment in teaching, undergraduate instruction may be the primary teaching responsibility of some faculty members. Other faculty members may have their primary teaching responsibility in the guidance and development of advanced degree candidates. In either instance, the criteria set forth in Section 60.5.14 shall apply equally.
- B. Responsibility of Department Chairs. One of the responsibilities of department chairs is to periodically evaluate members of their department and to report these evaluations as required; to see that adequate supervision, advice, and training are afforded new members of the department and other members who might profit thereby; and generally to promote the effectiveness of the department, college, and University by every appropriate means. Since these are duties required of department chairs, junior members of the staff should not hesitate at any time to discuss with their department chair the quality of their own services and the outlook for their future.
- C. Peer Review. Informed judgments concerning a faculty member's accomplishments can be made only by qualified colleagues. Such subjective judgment by persons competent to evaluate duties, responsibilities, services, and accomplishments will protect the interest of professors themselves, the department, the academic unit, the University, and the students better than any objective rating that could be devised.
- D. In Robert Wood Johnson Medical School, School of Health Related Professions, Rutgers School of Dental Medicine, New Jersey Medical School, School of Public Health, and School of Nursing (former UMDNJ School of Nursing), the following shall apply:
1. **Full Academic Rank:** Each school shall develop and maintain procedures and clearly defined criteria for appointment and promotion to each full academic rank. There shall be criteria for appointment and promotion for faculty whose efforts are focused on (1) clinical activity, on (2) research, and on (3) education, administration or service. In establishing such criteria, the schools shall take into consideration those faculty who have significant responsibilities in more than one mission-related area.

The school criteria and procedures shall be in writing; the Dean shall assure that faculty are informed of these criteria and procedures.
 2. **Qualified Academic Rank:** Appointment and Promotion of faculty to positions of qualified academic rank shall be based upon demonstrated ability to carry out responsibilities at a level of proficiency appropriate to their rank.

Each school shall develop and maintain procedures and clearly defined criteria for appointment and promotion to each qualified academic rank with salary and for appointment and promotion to each non-salaried qualified academic rank. The school criteria and procedures shall be in writing; the Dean shall assure that faculty are informed of these criteria and procedures.