

Memorandum

To: Jeff Summers, ECON Department Chair
From: The P&T Committee; Steve Bricher, Chair
From: Susan Agre-Kippenhan, Dean of Faculty
RE: ECON Discipline-Specific Guidelines
Date: 7 February 2018



P&T Committee
Dean of Faculty

Thank you for submitting The ECON's Discipline-Specific Guidelines for review by The P&T Committee and The Dean of Faculty. We appreciate the hard work that you put into them and we feel that your discipline-specific guidelines will assist The P&T Committee in evaluating candidates from your department. Recall that The Faculty Handbook (IV.6.1.4) asks that the content of the discipline-specific guideline:

clearly articulates departmental expectations for teaching effectiveness, professional achievement, and service.

Our overall Assessment: We are pleased to **approve** them.

For your reference, the following summaries the specifics of our assessment. The summary corresponds to the *Rubric for Assessing Discipline-Specific Guidelines*, which is based on Section IV.6.1.4, *Department-Specific Guidelines for Promotion and Tenure*. Just as in the rubric, the options for *Assessment* are: Satisfactory, Needs work or Missing.

1. Teaching Effectiveness Section.

- a. Describes the department's understanding of what constitutes teaching success both in and out of the classroom, including attention to elements included in IV.6.1.1.

Assessment. Satisfactory.

Comments: The guidelines provide a clear explanation of teaching effectiveness. Attention is given to items in IV.6.1.1. An evaluation method is outlined, including a rubric, which will help inform (both formative and summative) the candidate, as well as provide departmental colleagues information regarding teaching effectiveness.

- b. Includes a statement identifying the role of colleague observations of actual class sessions.

Assessment. Satisfactory.

Comments: Excellent explanation of the role of colleague observations, as well as a discussion of a mentoring approach. A rubric is included, which will be helpful as a tool for the candidate, colleagues and the P&T Committee. ECON is to be commended.

2. Professional Achievement Section.

- a. Describes appropriate disciplinary standards and expectations of what constitutes professional achievement, including attention to elements included in IV.6.1.2.

Assessment. Satisfactory.

Comments: The guidelines discuss items in IV.6.1.2, as well as other examples of professional achievement within their discipline. An evaluation method is discussed, including a rubric.

- b. Describes the types and expected levels of scholarship, including interdisciplinary scholarship.

Assessment. Satisfactory.

Comments: The guidelines describe the types and expected levels of professional achievement, which are framed within two tiers that are ordinally ranked. Peer reviewed publications have the highest weight. Interdisciplinary scholarship is discussed, as well as research with students.

- c. Describes the particular kinds of public scholarly products.

Assessment. Satisfactory

Comments: The guidelines describe the particular kinds of scholarly products, which are ordinally ranked within two tiers.

- d. Describes the types of peer review that are most common and valued within their discipline.

Assessment. Satisfactory.

Comments: The guidelines describe peer review in their discipline and illustrative examples are provided.

3. Service Section.

- a. Defines and identifies institutional and departmental forms of service, especially those that might be unique to the department, including attention to elements included in IV.6.1.3.

Assessment. Satisfactory.

Comments: The guidelines discuss forms of service, including items in IV.6.1.3, as well as items unique to the department. An evaluation method is discussed and a rubric is included.

- b. Describes forms of service both inside and outside of the college to the disciplines represented by the department.

Assessment. Satisfactory.

Comments: The guidelines provide illustrative examples, which are framed within two tiers that are ordinally ranked.

4. Differentiation Between Promotion and Tenure.

- a. Guidelines describe a set of clear expectations for tenure and promotion within the discipline-specific interpretation of the standards in Section IV.6.

Assessment. Satisfactory.

Comments: Expectations for tenure and promotion to associate professor are discussed for each of the three areas (Teaching Effectiveness, Professional Achievement and Service). The guidelines recommend that promotion to associate professor be positively linked with the decision to grant tenure.

- b. Guidelines differentiate between: Tenure, Promotion to Associate Professor and Promotion to Full Professor.

Assessment. Satisfactory.

Comments: Expectations for promotion to full professor are discussed within the concept of a *dynamic scholar*. The characteristics of a dynamic scholar are summarized, and illustrative examples of a dynamic scholar are provided. A rubric is included, which will be helpful to candidates, colleagues and the P&T Committee.

5. Review of the Document.

- a. Demonstrates the guidelines are commensurate with external institutions and agencies (such as similar institutions of higher education, professional organizations or accrediting bodies).

Assessment. Satisfactory.

Comments: Guidelines from UPS and Whitman are included, and a letter of external endorsement is provided by a colleague at PLU.

- b. Demonstrates guidelines are consistent with Linfield's values as stated in the strategic plan.

Assessment. Satisfactory.

Comments: The guidelines are consistent with Linfield's values as stated in the strategic plan.

Thank you for creating the ECON Discipline-Specific Guidelines. We appreciate your participation in this important component of the promotion and tenure evaluation process.

Your Promotion and Tenure Subcommittee:

Steve Bricher, Chair
Mike Crosser, NSM
Tom Love, SBS
Melissa Robinson, PDX
Dave Sumner, AH

Dean of Faculty:

Susan Agre-Kippenhan