Art History Standards for Contractual Evaluation

I. Departmental Overview

Faculty in the Department of Art History who are subject to evaluation under the contract between the AFT and the Board of Trustees are expected to contribute to the mission of the university in teaching, research and professional activity, and service to the university and the public as specified in the contract. This statement of the contractual review standards for the Department of Art History contains examples of the types of contributions in each of these areas that will be credited in evaluation. These should be understood in the context of Art History's commitment to teaching and advising that will enhance the education of students across the College of Visual and Performing Arts as well as the Art History major and in meeting the university's general education goals; research and professional activity that will contribute to the profession of art history and allied fields and to the campus's aspirations for doctoral status; and service that responds to the immediate and long term goals of the department, college, university, and public.

In evaluating art history faculty, committees and individuals will count no single item or activity under more than one category, although certain aspects of a single project may be counted under different categories. Additionally, activities and publications completed prior to employment at UMass Dartmouth will not normally count toward meeting the evaluative criteria for contract renewal and promotion. Similarly, accomplishments counted in qualifying for the rank of Associate Professor will not count in qualifying for the rank of Professor.

II. General Considerations for all recommendations for Contract Renewal, Tenure, and Promotion

At UMass Dartmouth the contributions of all active faculty are reviewed annually. These annual reviews are considered opportunities for measuring progress toward the next faculty rank. It is expected that the annual faculty activity reports of members of the Art History Department will demonstrate a sustained pace of accomplishment in each of the categories identified below, one that will qualify them for the department's positive recommendation at the next contractual review. Similarly, in contractual reviews close attention will be paid to a candidate's continuing development of a record of appropriate achievement.

In making appointments to the ranks of Professor or Associate Professor, an applicant's record of publication of books authored, articles published in scholarly journals, or professional achievements which contribute to the advancement of knowledge in the applicant's field shall be a major consideration in determining eligibility. Success in the art and practice of teaching shall be assumed as a basic requirement for initial and continuing employment in all academic positions.

Terminal qualification. In Art History, terminal qualification is a Ph.D. in Art History or an allied discipline in the specialization for which the candidate was hired.

A. Teaching Effectiveness and Advising
Teaching effectiveness as assessed by the FEC will be based on analysis of the results of student course evaluations, course syllabi, examinations, class assignments, teaching methods, peer visitations, etc. The quantity and quality of academic advising of students majoring in the department, graduate student research advising, and advising of students enrolled in the faculty member's own classes shall be considered in this category.

B. Scholarship and Professional Activities
Scholarship may include research, professional publication, creative activities, peer review, and scholarly consultation. Professional activities may include office in professional organizations, service to one's profession, participatory attendance at professional meetings and seminars, and professional development efforts.

C. University Service
University service includes service to the department, school, college, university, university system, participation in structured programs such as freshman advising, transfer student advising, advising centers, interdisciplinary and multi-disciplinary program advising, and advising student organizations and clubs.

D. Public Service
Public service includes participation in community affairs and consultation associated with one's area of professional competence.

III. Standards for 3rd and 4th Year Contract Renewal

A. Teaching Effectiveness and Advising
1. Excellent
Satisfactory performance as defined below plus three of the following: Achieving a very good rating in student course evaluations or peer review of courses; participating in graduate program teaching and/or advising; arranging and supervising internship; leadership in advising activities ; leadership in developing assessment instruments and processes; development of courses not previously taught, as necessary for the curriculum; excellent syllabi and other materials prepared for courses; participation in programs to improve or extend teaching or explore new technology to enhance pedagogy; prizes and awards for teaching; presentations on pedagogy; publications on pedagogy; participation on Graduate Committee/s; improvement of established courses, especially if intended to enhance student skills or goals previously established.
2. Very Good
Satisfactory performance as defined below plus two of the following: Achieving an very good rating in student course evaluations or peer review of courses; participating in graduate program teaching and/or advising; arranging and supervising internship; leadership in advising activities ; leadership in developing assessment instruments and processes; development of courses not previously taught, as necessary for the curriculum; excellent syllabi and other materials

prepared for courses; participation in programs to improve or extend teaching or explore new technology to enhance pedagogy; prizes and awards for teaching; presentations on pedagogy; publications on pedagogy; participation on Graduate Committee/s; improvement of established courses, especially if intended to enhance student skills or goals previously established.

3. Satisfactory
   Teaching courses assigned by the department in accordance with published course descriptions; knowledge of department, college, and university graduation requirements for Art History majors and minors; meeting the objectives of the curriculum of Art History and other relevant units; maintaining a record of accessibility to students; active participation in department advising; achieving a satisfactory rating in student course evaluations or peer review of courses; participation in course evaluations; positive participation in assessment functions
4. Unsatisfactory
   Failure to meet any one of the standards listed for Satisfactory performance above.

B. Scholarship and Professional Activities

In all personnel reviews, scholarship and professional activity in art history is measured by meaningful contributions to the academic discipline or disciplines for which one was hired or was encouraged by the department to develop and/or the use of one's professional expertise to assist external organizations. The Department of Art History places considerable emphasis on faculty achievements in the area of scholarship in all personnel decisions as they relate to reappointment, promotion and tenure. Indeed, the department considers scholarship to be the handmaiden of teaching. Together, both represent the primary activity for faculty in Art History.

Articles in scholarly journals are a means of demonstrating success in the field. Evaluating scholarship entails judgments about the relative quality of presses and journals. While there will always be some difference of opinion regarding the superiority of one journal over another, there is usually an agreement as to what represents top tier, second tier etc. The department gauges the quality of a journal publication on the reputation of the forum in which it is published or the importance of the readership. Publications in venues with respected reputations or wide readership are given considerably more value than those in local or un-refereed journals. The primary criteria in evaluating a journal publications resemble those for a book/monograph. The following questions are asked: (a) was the article refereed? (b) what is the quality/reputation of journal? (c) what is the journal acceptance/rejection rate? (d) what is the circulation or size of the readership?

Examples of creditable scholarly and professional activity are: peer-reviewed books that contribute new, research-based knowledge to the candidate's field; peer-reviewed articles that contribute new, research-based knowledge to the candidate's field; book reviews in scholarly publications; peer-reviewed presentations at scholarly meetings and symposia; un-refereed books, articles and other publications; attendance at meetings of scholarly organizations; applications for contracts, grants, and awards; participation in publishing

on behalf of the university; refereed books, articles, and other publications; reviews of artwork in disciplinary journals; professional contributions to scholarly organizations; professional contributions to government agencies; professional contributions to businesses; professional contributions to non-profit organizations; receipt of contracts, grants, and awards; prizes and awards for scholarly or professional activity.

1. Excellent
   Submission of article or book chapter for publication and at least one presentations at professional organizations recognized by scholars in the field, or equivalent professional activity.
2. Very Good
   Development of dissertation into publishable, peer-reviewed document(s) or equivalent professional activity; attendance at scholarly or professional meeting.
3. Satisfactory
   Preparation of one's work for publication; or equivalent involvement with professional or disciplinary organization.
4. Unsatisfactory
   Failure to meet any one of the standards listed for Satisfactory performance above.

C. University Service

University Service expectations for untenured faculty are significantly lighter than those for Associate Professors and Professors. The department wishes to enable untenured faculty to devote a large portion of their time to establishing a research portfolio and evaluates faculty accordingly.

1. Excellent
   Heading a department committee
2. Very Good
   Positive participation in department committees or individually assigned projects
3. Satisfactory
   Compliance with contractual provisions for service, e.g., submission of documents for annual evaluation
   Participation in department meetings
4. Unsatisfactory
   Failure to meet any one of the standards listed for Satisfactory performance above.

D. Public Service

Public Service expectations for untenured faculty, if they choose to submit their contributions for evaluation, are significantly lighter than those for Associate Professors and Professors. The department wishes to enable untenured faculty to devote a large portion of their time to establishing a research portfolio and evaluates faculty accordingly.

1. Excellent
   Sustained contribution to an external organization related to one's disciplinary expertise
2. Very Good

Contribution to an external organization related to one's disciplinary expertise

3. Satisfactory
   Membership in an external organization related to one's disciplinary expertise
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

IV. Standards for 5th and 6th Year Contract Renewal

A. Teaching Effectiveness and Advising
1. Excellent
   As identified for third and fourth year contract renewal
2. Very Good
   As identified for third and fourth year contract renewal
3. Satisfactory
   Continuation of activity in areas identified as satisfactory for third and fourth year contract renewal
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

B. Scholarship and Professional Activities
1. Excellent
   A book manuscript 75% of which has been approved by editorial readers and the publisher; three articles having final approval from the publisher for publication and one article submitted for publication in refereed journals; or equivalent professional activity
2. Very Good
   Two articles having final approval from the publisher for publication and one article submitted for publication in refereed journals or the equivalent in chapters in books and at least two presentations at professional organizations recognized by scholars in the field, or equivalent professional activity
3. Satisfactory
   One article published and one having final approval for publication or the equivalent in chapters in books and at least one presentation at a professional organization recognized by scholars in the field, , or equivalent professional activity
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

C. University Service
1. Excellent
   Satisfactory performance as defined below plus service on one college committee
2. Very Good
   Satisfactory performance as defined below plus leading one department committee
3. Satisfactory

Compliance with contractual provisions for service, e.g., submission of documents for annual evaluation; participation in department meetings

4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

D. Public Service
   1. Excellent
      Sustained contribution to an external organization related to one's disciplinary expertise
   2. Very Good
      Contribution to an external organization related to one's disciplinary expertise
   3. Satisfactory
      Membership in an external organization related to one's disciplinary expertise
   4. Unsatisfactory
      Failure to meet the standard listed for Satisfactory performance above.

V. Standards for Tenure and Promotion to Associate Professor

For an appointment as an Associate Professor, a candidate must possess the appropriate terminal degree, or equivalent professional experience, and must have had considerable academic or professional experience beyond the level which would warrant an appointment as Assistant Professor; must have a record of achievement sufficient to have gained substantial recognition on and off campus from scholars or professionals in his or her field; and must show promise of continuing professional development and achievement.

A. Teaching Effectiveness and Advising
   1. Excellent
      As identified for third and fourth year contract
   2. Very Good
      As identified for third and fourth year contract renewal
   3. Satisfactory
      Continuation of activity in areas identified as satisfactory for third and fourth year contract renewal
   4. Unsatisfactory
      Failure to meet the standard listed for Satisfactory performance above.

B. Scholarship and Professional Activities

Pursuant to the Agreement between the Faculty Federation and the Board of Trustees, faculty or professionals external to the university who are experts in the candidate's field will review the candidate's scholarship, assessing its contribution to the field as well as his/her recognition as a scholar in the field.

   1. Excellent
      An excellent in scholarship will be awarded to faculty in the tenure evaluation if they have published a scholarly book with a university press or another press that has a scholarly reputation and a recognized referee process. An excellent will

also be awarded to faculty who publish at least three substantial refereed scholarly articles and have presented papers at several scholarly conferences. An excellent that includes professional activity demands an equivalent level of participation. In all cases, an excellent in scholarship and professional activity also requires strong letters on the candidate's scholarship and/professional activity from members of the extra-mural academic community as well as evidence of a realistic future research program.

In summary: (a) 4 articles in scholarly journals; (b) 3 articles in scholarly journals and active participation in national academic conferences; (c) publication of a scholarly book or monograph according to the terms listed above.

2. Very Good
   Acceptance of three articles in refereed journals and at least two presentations at scholarly meetings recognized by scholars in the field, or equivalent professional activity.
3. Satisfactory
   One article published or having received final approval for publication and one article submitted for publication or equivalent professional activity.
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

C. University Service
   1. Excellent
      Satisfactory performance plus service on one college or university committee
   2. Very Good
      Satisfactory performance plus leading one department committee.
   3. Satisfactory
      Compliance with contractual provisions for service, e.g., submission of documents for annual evaluation
      Participation in department meetings
   4. Unsatisfactory
      Failure to meet the standard listed for Satisfactory performance above.

D. Public Service
   1. Excellent
      Membership in and sustained contribution to an external organization related to one's disciplinary expertise
   2. Very Good
      Membership in and contribution to an external organization related to one's disciplinary expertise
   3. Satisfactory
      Membership in an external organization related to one's disciplinary expertise
   4. Unsatisfactory
      Failure to meet the standard listed for Satisfactory performance above.

VI. Standards for Promotion to Professor

These standards apply to faculty who gained the rank of Associate Professor after May 31, 2009.

For an appointment as a Professor, a candidate must possess the appropriate terminal degree, or equivalent experience; and must have a record of achievement sufficient to have gained substantial recognition on and off campus from scholars and professionals in his or her field; and must show significant potential for continuing professional achievement.

Promotion to the rank of Professor is based upon the understanding that achievements in the areas of teaching effectiveness and advising, scholarship, practice and professional activities, and service will be at a higher level than the expectations for tenure and promotion to the rank of Associate Professor. Decisions regarding promotion to the rank of Professor, as well as external reviews by peers in the field.

A. Teaching Effectiveness and Advising

Candidates for promotion to Professor will have demonstrated that they are effective teachers who engage in activities that contribute to the discovery, transmission, and application of knowledge and skills in the classroom and individualized instruction at the undergraduate, and where appropriate, graduate levels. Evidence of a sustained record of distinguished teaching may include peer reviews, student evaluations, teaching awards, reviewed syllabi, curriculum development, innovative pedagogies, teaching-based grants, and participation in teaching development programs. Advising will be evaluated on the basis of ongoing success in advising and mentoring undergraduate students, and where appropriate, supervising graduate student research and practice.

1. Excellent
   Very good performance plus leadership in curricular development and mentoring younger faculty or the equivalent contribution.
2. Very Good
   Satisfactory performance plus development of courses or the equivalent contribution.
3. Satisfactory
   Solid evidence of sustained successful teaching based on standards articulated above; full, willing, and informed participation in advising; informed participation in discussions and decisions on curricula; active participation in program assessment.
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

B. Scholarship and Professional Activities

Candidates for promotion to Professor will have demonstrated a sustained and continuing record of contributions to the growth and dissemination of knowledge in the respective area of specialization. Evidence may include the quality of refereed journals in which papers are published, the quality of book publishing houses, peer-

reviewed grant support, critical reviews of scholarship, invitations to write scholarly articles for peer-reviewed journals and anthologies, awards and honors, and invited or peer-reviewed presentations at professional meetings, workshops or institutions. Pursuant to the Agreement between the Faculty Federation and the Board of Trustees, faculty or professionals external to the university who are experts in the candidate's field will review the candidate's scholarship, assessing its contribution to the field as well as his/her recognition as a scholar in the field. Examples of professional activities may include but are not limited to leadership in professional organizations, the organization of regional or national meetings, service on editorial/review boards or as a manuscript or grant reviewer, service on accrediting bodies, and consulting activity.

It is understood that teaching or service may contribute to professional recognition, but does not substitute for evidence of sustained achievement in scholarship or practice for promotion to the rank of Professor.

1. Excellent
   A corpus of scholarly work or the equivalent that has earned the faculty member recognition in the field.
2. Very Good
   An increase in the rate and/or quality of publications over the level that earned the rank of Associate Professor.
3. Satisfactory
   A sustained record of publication or professional activity or the equivalent that earned promotion to the rank of Associate Professor.
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

C. University Service

Candidates for promotion to Professor will have demonstrated leadership through participation in institutional service to the university that includes work at the department, college or university level that often involves working within university governance bodies or committees that promote the mission and strategic planning of the institution. In such cases the quality of service will be evaluated on the basis of the nature of the governance body or committee involved, time commitments, and leadership.

1. Excellent
   A record of leadership in the university service activities that decidedly exceeds those which qualify for a rating of very good.
2. Very Good
   A record of sustained, timely, and effective participation in department, college, and university committees and activities.
3. Satisfactory
   A record of responsive, willing, and effective participation in department and college committees and activities.
4. Unsatisfactory

Failure to meet the standard listed for Satisfactory performance above.

D. Public Service

Community/public service may involve use of professional knowledge and experience to benefit individuals, businesses, non-profit organizations, governmental agencies or units other than UMass Dartmouth, by providing instruction, applied research, technical expertise, or other assistance to these entities pro bono. Compensated professional work, however, is consulting and should be listed within the category of Scholarship, Practice and Professional Activities.

1. Excellent
   A record of leadership in the community/public service organizations that has demonstrably advanced their roles.
2. Very Good
   A record of sustained, timely, and effective participation in community/public service organizations that has demonstrably advanced their roles.
3. Satisfactory
   A record of willing and effective participation in community/public service organizations.
4. Unsatisfactory
   Failure to meet the standard listed for Satisfactory performance above.

Approved by the Art History Faculty, May 2009; Revised November 2009