

## FORWARD

“Faculty careers develop over time. Along the way, and more than in most occupations, individuals are free to make decisions and choices about how they spend their time and about what they do. Making those decisions requires information and judgment about consequences, since the decisions you make now are likely to matter for the long term. With limited information, individuals lack the basis needed to make informed judgments. That’s not likely to lead to the best decisions! And since time is finite, “yes” to a new commitment today also means “no” to a current activity or future opportunity. Career advice from people with information and experience can provide a crucial context for decision-making and career development.”<sup>1</sup>

### Tips for Promotion to Professor:

- Utilize advice that has been offered by others.<sup>2</sup> [Reference includes book list and other resources]
- Position yourself for promotion<sup>3</sup>
  - Keep up your tenure momentum; act as if there is a deadline, just like tenure.
  - Stay organized; keep your portfolio up to date and add achievements as they occur; highlight growth
  - Collaborate. “Working with others can increase your publication and funding opportunities.” “Emphasize your student collaborations in promotion materials.”
  - “Visibility: Build your professional network and increase your visibility. Present your work at conferences, review manuscripts for journals, serve on editorial boards and program committees, and review grants for funding agencies. This is part of building your national and international reputation for promotion. You’re going to need external reviewers for promotion who are NOT collaborators, so get connected with others who share your expertise.”
  - “Keep teaching in perspective: Strike a balance in your teaching. Being a good teacher is important, but it shouldn’t soak up all your time and energy.” Be sure to utilize peer-review-of-teaching and other resources than SROI scores to demonstrate teaching effectiveness. Scholarship of teaching can be a way to leverage more research.”
  - “A little self promotion: Share your accomplishments with the University community.” (i.e. It’s Happening at State)
  - In research “Publications matter most; Research funding matters too: An impressive PUBLISHED program of research is the key to promotion. If your program of research is supported by external funding, that’s even better.” In many units getting grants is an essential part of research activities and full professors may be expected to bring in grants. “Try to limit service activities that don’t have the potential to contribute to your research and funding productivity.”
  - “Broaden your funding horizons: Try to think broadly about your research and potential funding sources. Sometimes there are great funding opportunities in “experimental” or “cross-cutting” programs. Consider how your research could be molded to take advantage of special funding opportunities.”
- Applying for promotion<sup>3</sup>
  - Get readiness feedback from people you trust: “Seek lots of feedback BEFORE you apply for promotion. Consult with senior colleagues, your department chair, and those who have served on your college’s promotion and tenure committee. Mentors and collaborators can’t be your external reviewers, but they CAN: 1) review your vita and materials and assess your readiness for promotion, and 2) suggest appropriate external reviewers once you’re ready.”
  - “External reviewers: Take advantage of the opportunity to recommend external reviewers. Suggest those who know your work and have responded positively to it (e.g., journal editors, editorial board members, program chairs).”
  - Prepare your portfolio with care: Put together a promotion package looks professional and can be understood by your peers and faculty outside your field. “Describe your teaching philosophy and strategies. It’s essential that you describe your program of research. Don’t rely on your publications to stand on their own merit. Describe how your publications relate to each other. Describe what’s innovative, significant, and special about your work.”
- “Have a plan, including a timetable for developing promotion materials.”<sup>4</sup> Start early, clearly document areas of growth, tell a convincing story, demonstrate a career trajectory and not just the status quo, and get feedback while there is enough time to adjust before applying.
- Utilize the statement of context to clearly explain how you have grown in the areas of teaching, research, and service. Be explicit and convincing.

### References:

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3. Major, D. 2006. Tips for Promotion to Full Professor. Department of Psychology, Old Dominion University. <http://orgs.odu.edu/womenscaucus/docs/Promotion%20to%20Full%20Prof%20Debra%20Major.pdf>
4. Martin. Accessed 2011. Moving from Associate to Full Professor Rank: Tips for the Candidate. [http://www.ag.iastate.edu/agcoll/PDF/Martin\\_tips\\_to\\_Full\\_Professor.pdf](http://www.ag.iastate.edu/agcoll/PDF/Martin_tips_to_Full_Professor.pdf)