



Massachusetts Society of Professors

**PROMOTION TO FULL  
PROFESSOR WORKSHOP  
February 2022**

Welcome

# Format of Meeting

- Please do not record or photograph the meeting
- Please stay on mute unless called on to speak
- There will be opportunities for asking questions. Please use the “raise hand” function found in the ‘reactions’ tab at the bottom of your zoom screen
- Workshop materials have been posted on the MSP website ([umassmsp.org](https://umassmsp.org)).
- If you have questions about your individual situation, please email them directly to: [msp@umass.edu](mailto:msp@umass.edu). All queries to the union are confidential.

# Agenda

1. Promotion to Full vs. Tenure
2. What are the Standards & Criteria?
3. Promotion to Full Review Timeline
4. Promotion to Full Review Process
5. NEW MSP Contract Language
6. Recognition of Pandemic Challenges

# Promotion to Full vs. Tenure

## **Promotion to Full Review**

- No dictated clock; candidate decides when to be reviewed
- Not up or out
- Process mirrors the tenure review
- Review stays on campus; final decisions rest with Provost
- Standards differ from tenure
  - No “excellence” requirement
  - No need for PC to vote on three categories

# What Are the Standards & Criteria?

Recommendations for promotion shall be based on qualifications and contributions in the areas of teaching; of research, creative, or professional activity; and of service and on the following:

- Must demonstrate “a record of achievement sufficient to have gained substantial recognition on and off campus from scholars or professionals”
- Must demonstrate “significant potential for continuing professional achievement”

# What Are the Standards & Criteria?

## **FLEXIBILITY IN THE REVIEW FOR PROMOTION TO FULL PROFESSOR**

“All three areas must be considered, but the relative weight to be given to each may be determined in light of the duties of the faculty member.”

# Promotion to Full Review Timeline

<b>Due date set internally but not later than the first week of Fall 2022</b>	<b><u>Candidate</u> submits the basic file through APWS to the dept. chair/head</b>
<b>Due Date Set in Department</b>	<b><u>Department Personnel Committee (DPC)</u> must advance their recommendations to the dept. chair/head through APWS</b>
<b>On or about February 11, 2023</b>	<b><u>Department Chair/Head</u> must advance their recommendations to the CPC/SPC through APWS</b>
<b>Due date set internally</b>	<b><u>College/School Personnel Committee</u> must advance their recommendations to the Dean through APWS</b>
<b>On or about April 1, 2023</b>	<b><u>Deans</u> must advance their recommendations to the Provost through APWS</b>
<b>Due within 45 days of receipt of complete file</b>	<b><u>Provost</u> Decision</b>



# Promotion to Full Review Process

1. Assembling the Basic File (defined in Art. 12.5 of the MSP Contract)
  - Personal Statement
  - Curriculum Vitae
  - AFRs
  - Evidence of Teaching, Research and Service Effectiveness
  - Reviewer Letters
  - Any other materials the candidate deems necessary

# Promotion to Full Review Process

## 2. External/Internal Reviewer Selection

- Candidate & Dept Chair/Head each provide names
- Final list must include, but not be limited to, names suggested by candidate
- Candidate must be provided copy of solicitation letter and final list of proposed referees so there is opportunity to comment on both
- Provost suggests no more than 6 “arms-length” letters
- “Arms-length” – not personal friend, doctoral or post-doctoral advisor or recent collaborator

# Promotion to Full Review Process

## 3. Review Levels

- Department Personnel Committee
- Department Head/Chair
- School/College Personnel Committee
- Dean
- Provost

# Promotion to Full Review Process

## 4. Other Rights of Candidates

- Right to Present All Materials as you choose
- Right to Supplement File
- Right of Consultation Prior to Contrary Recommendation
- Right to be Informed of each Personnel Recommendation
- Right to respond after each level of review
- Right to Discuss Reasons for Negative Decisions
- Right to Equitable Treatment

# New MSP Contract Language

## Reviewers Cannot Submit Multiple Rejoinders

**“If a faculty member has responded to a recommendation added to the file by the DPC, Chair, CPC, etc., no rejoinder to that response shall be permitted unless requested by a subsequent review step.”**

# Recognition of Pandemic Challenges

- Pandemic Impact Statement in AFRs to document:
  - impact that health crisis has had on academic work
  - necessary adjustments/contributions made when UMass moved to remote learning
- Guidance to On-campus Reviewers
  - rely on self-report of teaching accomplishments
  - keep in mind challenges with regard to service
- External Reviewers Reminded to Consider COVID Disruptions

# Other Resources

- Workshop Materials on MSP Website  
<https://umassmsp.org/workshops/>
- Academic Personnel Policy (Redbook) – Standards & Criteria  
[https://umassmsp.org/files/Academic%20Personnel%20Policy,%20UMASS%20A,B\\_1.pdf](https://umassmsp.org/files/Academic%20Personnel%20Policy,%20UMASS%20A,B_1.pdf)
- Provost's Website (promotion and tenure)  
<https://www.umass.edu/provost/resources/all-resources/academic-personnel/reappointment-promotion-and-tenure>

# Other Resources

- Academic Personnel Workflow System (how to guides/training schedule) <https://www.umass.edu/provost/resources/all-resources/academic-personnel/academic-personnel-workflow-system-apws>
- UMass ADVANCE Program (Documenting COVID-19 Impacts) <https://www.umass.edu/advance/sites/default/files/inline-files/UMass%20ADVANCE%20COVID-19%20Tool%20August%2017%202020%20Final.pdf>