



5.16.13

Promotion and Tenure for the IIT School of Applied Technology (SAT)

The School of Applied Technology follows the procedures set forth in the IIT Faculty Handbook (Appendix C) for promotion and tenure. In view of the school's mission, the standards for promotion, tenure and the rank of professor described below follow the general categories of academic merit outlined in the Faculty Handbook:

- Research, scholarly contributions and their real world application
 - Teaching and educational accomplishments
 - Service to SAT, the university, the appropriate professions, and the community
1. Scholarship contributions and their real world application are demonstrated by, but are not limited to, research funding, patents, published books, referred journal papers, conference articles, and reports; evidence of the impact of this scholarship in real world applications; invited presentations at international and national conferences; lectures and seminars for universities, professional groups, and the public; citations to published research; organization of research centers; reviewer for professional journals, conferences and research proposals; prizes and awards for scholarly contributions; and evaluation of a candidate's scholarship by professional peers outside of HT who have well established and substantial professional reputations.
 2. Accomplishments in teaching are demonstrated by evidence such as teaching evaluations by students and written evaluations by faculty; evidence of student learning; effective participation in student advising; course and program development and initiation; development and participation in inter-professional projects (IPROs); authorship of course lecture materials including textbooks and distance learning materials; development of innovative and collaborative teaching techniques and learning laboratories; and authorship of educational articles
 3. Service to IIT is demonstrated by such activities as significant participation in program, college, and university committees; involvement with student organizations and other student activities, advising of student branches of professional societies, student clubs, fraternities and sororities; professional society involvement; development of interdisciplinary programs and centers; organization of continuing education courses; participation in student recruitment and other IIT events; and performance of public service functions..

Candidates for promotion and tenure are evaluated on the aggregate of their professional achievements, not merely an inventory of individual accomplishments for each of the specific evaluation criteria described above. The key question for promotion and tenure is "Has the candidate demonstrated the promise of prominence and impact through his/her (1) teaching, (2) research and scholarship, and (3) university service and outreach and shown the promise of continued professional growth and recognition?" Promotion to Full Professor is based on the same performance categories with the expectation that he/she has achieved a high level of prominence and impact through his/her scholarship, teaching and service.

The academic unit Tenure and Promotion Committee will take a formal vote for promotion and tenure by secret ballot in the categories **“Not Recommended”**, **“Recommended”** and prepare a written justification.

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C. Robert Carlson