

California State University, Long Beach  
DEPARTMENT OF ENGLISH  
Policy on Reappointment, Tenure, and Promotion  
Policy Effective Fall 2010

*Preamble*

The Department of English policy on Reappointment, Tenure, and Promotion (RTP) defers to the College of Liberal Arts (CLA) RTP policy, with the following additional specifications. The relevant general sections of the CLA RTP policy are referred to by corresponding numbers in brackets.

Successful candidates for tenure and promotion must meet the minimum requirements for all three of the categories listed below: instruction and instructionally related activities; research, scholarly, and creative activities (RSCA); and university, professional, and community service. [2.0]

In evaluating candidates who have joint appointments, department members of the candidate's RTP committee should refer to Academic Senate Policy Statement 94-11, section VI. [3.2]

**I. INSTRUCTION AND INSTRUCTIONALLY RELATED ACTIVITIES [2.1]**

The primary mission of the CSU is to teach, and this Department has traditionally prided itself on its strong teaching record. No candidate should be recommended for reappointment who is not at the very least an effective teacher with clear potential for improvement. No candidate should be recommended for tenure or for promotion to Associate Professor who does not have a sustained record of high-quality teaching over multiple years. No candidate should be recommended for promotion to Professor who has not demonstrated a consistent record of excellence in the form of continued growth and effectiveness in instruction and instructionally related activities. [5.4]

**II. RESEARCH, SCHOLARLY, AND CREATIVE ACTIVITIES (RSCA) [2.2]**

This Department values faculty who produce original and important scholarly and creative works. All candidates in the RTP process are expected to demonstrate ongoing engagement in scholarly or creative activities that serve both the discipline and their professional development. In assessing the quality of scholarly or creative work, department RTP committee members will consider such issues as the work's originality and the importance of its contribution to the field; any reviews of the work or letters from other experts in the candidate's file attesting to the work's value; the prestige of the journal, press, or other media publishing the work or of the conference or venue where the work is presented; the nature and extent of the review process, or the significance of an invitation to publish, present, or perform the work; and the degree of research, writing, rewriting, or editorial and organizational duties involved in producing the work.

Required scholarly activity for tenure and promotion to Associate Professor includes research-based, full-length essays published (or accepted for publication) in peer-reviewed journals or peer-reviewed collections of essays. A single-authored book or textbook would also fulfill the requirement for tenure and promotion to Associate Professor. Other types of publication—for example, a co-authored, edited, or co-edited book or textbook, or a scholarly edition of a primary text—may count as equivalent to one or more single-authored essays, depending on the candidate's contribution. In their RTP narratives or PDS, candidates should explain the nature and extent of their contributions to such publications.

Required creative activity for tenure and promotion to Associate Professor includes works of fiction, poetry, creative nonfiction, or a combination thereof, published or accepted for publication in recognized journals, anthologies, magazines, or other media. A book-length work of fiction, poetry, or creative nonfiction published or accepted for publication would also fulfill this requirement for tenure and promotion to Associate Professor. A co-authored, book-length work will help fulfill this requirement. Textbooks and work that address aspects of creative writing pedagogy are acceptable towards fulfillment of the requirements in this area.

Competitive, sizable, externally funded grants or fellowships shall also be considered by the department RTP committee as partial fulfillment of these requirements. Such a grant or fellowship directly funding a project or program may be considered equal to an essay-length, peer-reviewed publication. An externally funded grant or fellowship for individual research or creative activities is not in itself equal to a peer-reviewed publication.

Candidates are also expected to demonstrate ongoing activity in their fields. Such activities may include presenting papers at conferences, giving public readings of creative work, and/or publishing non peer-reviewed works such as book reviews, reference articles, and encyclopedia entries.

### **III. SERVICE [2.3]**

This Department values faculty members who are committed to active participation in faculty governance. The candidate must provide evidence of service, and the department RTP committee will evaluate the quality and significance of contributions to campus self-governance, as well as service to professional organizations and to the community.

### **IV. AMENDMENTS TO THE DEPARTMENT RTP POLICY**

Voting on any amendments to this policy shall be by secret ballot by the tenured and probationary faculty. To become effective, all proposed amendments shall require approval by three fifths of the ballots cast by eligible voters and subsequent approval by the Faculty Council, the Dean, and the Provost.

The approved amendment(s) shall go into effect at the beginning of the following academic year.