

**The University of Southern Mississippi**  
**School of Polymers and High Performance Materials**  
*Policy on Promotion and Tenure (approved by the faculty 1/25/08)*

**Requirements and Expectations for Promotion and Tenure**

The policies stated herein were originally developed and approved by the School of Polymers and High Performance Materials Personnel Committee based on recommendations of the tenured faculty of the School of Polymers and High Performance Materials as well as the CoST and USM policies on tenure and promotion from assistant to associate and from associate to professor. These policies have been reviewed and approved by the tenured faculty of the School of Polymers and High Performance Materials. The policies are intended to provide additional guidance to those guidelines already supplied by CoST and the university.

**TENURE:**

In keeping with the policies presented in Chapter 9 of the USM Faculty Handbook, tenure and promotion are separate issues that are evaluated by the same process. That is, tenure and promotion evaluations and decisions are made separately, but are based upon the information submitted to the committee in the tenure/promotion dossier (volumes I and II) and on letters solicited from external reviewers. Successful candidates for tenure must have demonstrated sustained quality performance in each of the three university missions of teaching, research or creative activities, and service. In the School of Polymers and High Performance Materials, a typical weighting of effort for performance evaluation in each of the three areas would be teaching, 25%; research, 60%; and service, 15%. These percentages may be adjusted in individual cases through consultations between the faculty member and Director and with the approval of the Dean of the College of Science and Technology.

Candidates can apply for tenure during their sixth complete academic year in residence at USM. For those candidates given some amount of prior credit toward tenure, application for

at least five (5) years in the lower rank, thereby making a recommendation for promotion permissible during the fifth year of service in the lower rank and an approved promotion effective at the beginning of the following academic year.” The successful candidate for promotion will have maintained sustained quality performance in all three of the categories of the university mission: teaching, research/creative activities, and service. High levels of performance must be achieved in at least two of these categories. Performance guidelines for each of the categories are provided below.

Applications for tenure and promotion to associate professor are generally considered at the same time (e.g. during the sixth full academic year in residence at USM). It should be noted that the School of Polymers and High Performance Materials considers each issue separately. Candidates with exceptional records in all three of the university mission categories, may elect to apply for promotion during their fifth full academic year in residence at USM. Such candidates should consult the university guidelines for this prior to submitting an application. Also, under certain circumstances, a candidate may request that evaluation for promotion to associate professor be delayed for a maximum of one academic year. Such candidates should consult the university guidelines for this prior to submitting a request for a one-year delay.

Teaching Teaching is the effective presentation of current knowledge both inside and outside of the classroom. In the classroom, effective 15 T60 T( )Tj ETm [(on1)4(1)3(r)4(u)6)4(1)

research performance must be evaluated with respect to the usual standards of the national/international scientific community. Research performance is primarily evaluated from the candidate's record in the generation of external funds to support research and in publication of results in the peer-reviewed scientific literature. Specifically, we e(te)6(1p )-1(up-5(p),d5T

contribution to the university and polymer science and engineering community. Successful candidates will have a record of sustained high level performance in each of the three areas of the university mission discussed above. The criteria for evaluation for promotion to professor are similar to those for promotion to associate professor with the following exceptions. Candidates will be expected to have graduated at least 4 students with graduate degrees, primarily at the doctoral level, in their area of expertise. In addition, candidates must be recognized by their peers as having made a major contribution to their specific field of expertise, as indicated by explicit evaluation by at least 3 external reviewers, and should have demonstrated ability to continually fund their research by generating sufficient external funding.

The School of Polymers and High Performance Materials also requires the candidates being reviewed during their pre-tenure review and applicants for tenure and for promotion to associate professor to present a short half-hour discussion of their future plans to interested tenured faculty. The discussion is not to be a detailed scientific lecture. The topics in the discussion