

DEPARTMENT OF HISTORY RPT CRITERIA/ELABORATIONS

I. Professional Preparation:

The candidate will not be recommended for tenure or promotion without the doctoral degree.

II. Impact of Mitigating Circumstances:

The Department recognizes that faculty performance and effectiveness in teaching, service, and research may be impacted by various mitigating circumstances, and therefore exercises appropriate flexibility when evaluating a candidate's suitability for retention, promotion, and/or tenure. Mitigating circumstances include:

1. teaching loads defined by the American Historical Association (AHA) as "onerous" (i.e., "seven to eight courses or more a year"), under which "even the most exceptional members of the profession find it impossible to continue their research" (AHA *Perspectives* 46:5, May 2008);
2. insufficient availability of appropriate resources to support research, such as:
 - a. funded assigned time for research;
 - b. regular sabbaticals;
 - c. RSCA grants.

III. Teaching:

A. *Responsibilities:* The Department recognizes and endorses the dual teacher-scholar role of CSUS faculty; in defining this role, teaching effectiveness is of primary importance for retention, tenure, and promotion. A casual attitude toward teaching, classroom activities (e.g., with respect to meeting classes), and student advisement is not acceptable. The Department recognizes that members may vary in their teaching techniques. The following factors are to be considered in evaluating each individual's continuing development as a teacher:

1. Performance of traditional classroom responsibilities
2. Creative teaching
3. The number and diversity of preparations and the new courses developed
4. Maintenance of high academic standards
5. Reasonableness of teaching load as defined in section II.1 above

B. *Methods of Evaluation:*

1. The History Department Student Evaluation Form.
2. University-wide mandated reviews by students.

3. Student input, as invited by the department chair.
4. Occasional classroom visitation with prior announcement.

IV. Institutional Service:

- A. Every member of the history faculty is expected to participate in the life and governance of the department, and of the college and/or university. One is obliged, therefore, to serve on faculty committees and/or in such other capacities as benefit the department and the college and/or university.
- B. Those faculty members who bring their professional skills to the service of community organizations shall have this recognized.
- C. Those faculty members who serve in scholarly organizations (e.g., AHA) shall have this recognized.
- D. Satisfactory performance of these responsibilities will be evaluated with due consideration to mitigating circumstances as identified in section II above.

V. Scholarly Development:

- A. Professional production and publication of original research is valuable evidence of worthiness of promotion and tenure. For tenure and promotion to the rank of associate professor, an instructor must have done creative scholarly activity resulting in one or more of the following:
 1. production of book(s) and/or monograph(s);
 2. article(s) in professional journals, books, or encyclopedias;
 3. book reviews in professional journals;
 4. scholarly research papers presented at professional conferences.

The department will recognize the merit and legitimacy of peer-reviewed electronic publications.

For promotion to the rank of full professor, an instructor must have done creative scholarly activity resulting in one or more of these after promotion to the rank of associate professor.

- B. Satisfactory performance of these responsibilities will be evaluated with due consideration to mitigating circumstances as identified in section II above.