Norton School Family and Consumer Sciences
College of Agriculture and Life Sciences

Faculty and Appointed Personnel Performance Review

Annual Performance Report (APR) – completed in January
http://cals-cf.calsnet.arizona.edu/aprol/index.cfm

- What/how to report
- Evaluation process – Peer & Director
- APR Form
- Position Description
Guidelines and Criteria for Promotion and Tenure and Promotion and Continuing Status

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3-yr/6-yr (P&T) Review

- Tenure clock
- A sample copy
- P&T Guidelines – School/College/University
- P&T information sessions at the University level

Promotion to Associate Professor

- Research program
- Balance between quality and quantity -- Sustained pub/balanced pubs in top/mid/respected journal
- National visibility
- Upward trajectory – being able to make it to full prof within the window of opportunity after promotion to assoc.
- Balance among research, teaching, and service (research – most critical, teaching – important, and service – minimal expectation/excellent citizen to dept most critical; ad hoc reviewers for scholarly journals)
- Grant – means (not ends) to your research; nevertheless, critically and increasingly important for P&T (indicators for national competitiveness and means for higher quality research)

Promotion to Full Professor

- Research productivity since last promotion (and since beginning at the UA)
- Achieved national and international standing
- Doctoral student training
- Editorial board – leadership at the national level
- Service (leadership; e.g., grad program chair)

3) Expectations – Research, Teaching, Outreach/Services at Assistant Level

Research
- Sustained productivity/upward trajectory
- Refereed publications!!!!!!!!!!!!
- Internal/external grants (see a sample NIH copy)
– Sustained presentations (at least one per year but no more than two per year)
– Quality vs. quantity
  – External review processes – critical!!!!!
  – Collaboration with other faculty members in the Division/School

Teaching
– Good to excellent teaching records
– Innovative teaching techniques
– Professional development & Instructional Assessment
– Graduate student advising -- important
– Undergraduate advising/mentoring
– Teaching award & teaching grants – helpful (not mandatory)

Service (Internal vs. External)
– Maintain a minimum to average load (for going up for promotion/tenure)
– External service: journal reviews
– One to two committee assignments (with relatively light loads) per year
– Good academic citizenship (a decent participation rate in Div/School/Center/Institute activities)

4) Agricultural Experiment Station (AES) Proposal – Relevance to agricultural/rural issues
   – A sample copy
   – Due: Jan 15, 2010 (peer reviewed)

5) Reach out to others for mentoring

6) Other miscellaneous info
   – College structure (get to know the College deans)
   – School’s communication structure
   – How to protect your time
   – Travel and other support