



## **FACULTY OF BUSINESS & ECONOMICS**

### **Faculty-Based Criteria for Promotion to Associate Professor with Tenure**

#### **Preamble**

In the Faculty of Business & Economics, promotion to the rank of Associate Professor with tenure is a major milestone in an academic career, and successful applicants are required to demonstrate an appropriate level of proficiency in all three areas of professional activity: teaching; research and service.

The onus is on an applicant for promotion to Associate Professor with tenure to establish that they have met the conditions and general criteria for promotion and tenure set out in the Collective Agreement as well as the Faculty-based criteria set out herein. The purpose of the Faculty-based criteria is to specify how the conditions and general criteria set out in the Collective Agreement apply in the Faculty of Business & Economics to warrant promotion to the rank of Associate Professor with tenure; i.e., what constitutes satisfactory performance of teaching/ professional responsibilities, satisfactory progress in research and/or other scholarly activity that represents a sustained and ongoing contribution to discipline, and performance of reasonable service/administrative responsibilities. Should any of the Faculty-based criteria conflict with the Collective Agreement, the Collective Agreement shall prevail.

If an applicant has been given a Teaching-Intensive Workload in accordance with The University of Winnipeg Workload Policy in the Collective Agreement, this should be documented application.

#### **Teaching**

The Faculty of Business & Economics is committed to high quality teaching. In order to be found to have performed their teaching/ professional responsibilities at a level that is satisfactory to warrant promotion to Associate Professor, applicants will need to establish a documented history of competent teaching via Senate-approved teaching evaluation instruments, annual activity reports and evaluation reports, as well as any other relevant information the applicant chooses to provide to justify a promotion. Such information may include peer evaluations, letters from former students, a teaching portfolio, teaching awards and any other information that the applicant chooses to provide that evidences the

A successful applicant for promotion to Associate Professor will normally demonstrate flexibility and reach in their teaching record within their Department, for example by teaching courses at various levels, including first-year, Honours and graduate levels where these opportunities exist, as well as by authoring and reviewing/amending courses, and engaging in mentoring and supervision of students.

Successful applicants will provide evidence to establish how they have developed and stayed current in the content and delivery of their teaching. In this context, applicants may wish to highlight how they have taken appropriate advantage of improvements in technology and pedagogy in a way appropriate to the curriculum of their Department. In their promotion application, applicants may choose to highlight:

- their contribution to innovative teaching methods, the improvement of curriculum, and the creation of new demonstrations or teaching materials;
- their efforts to improve quality and student engagement in learning; and
- their use of results-oriented teaching that may include outcome-based pedagogies, flipped classrooms, measurement of student success and/or innovative use of technologies and tools.

## **Research**

In order to be promoted to Associate Professor, an applicant will have established an active research program that goes beyond the work in which the applicant was involved during their graduate studies. The applicant should document how their research and scholarship have resulted in contributions to their discipline (typically via a discipline-appropriate record of peer-reviewed research and/or scholarly products), and show the potential for ongoing contributions. In the context of establishing their sustained and ongoing contribution to their discipline, applicants may also identify their proposed central themes and long-term research goals, and outline their proposed plans to develop their research program over time.

research and scholarly contributions is through:

1. Traditional outlets for disseminating knowledge to academic audiences including:
  - publications in peer reviewed journals;
  - economic letters;
  - books & chapters;
  - proceedings;
  - presentations at professional meetings;
  - case studies; and
  - editorship.
2. Liaison with practitioner audiences including:
  - applied research;

- major consulting reports;
- government reports; and
- other activities that demonstrate a commitment to researching in applied topics and sharing research results with communities of interest.

3. Other research-based activities including:

- successful grant applications;
- non peer-reviewed publications;
- discipline-related consulting contracts; and
- keynote addresses or significant public presentations.

In every case, the onus is on the applicant to explain the relevance and appropriateness of the formats of, and venues for, the dissemination of their output, as well as the scholarly impact of the work.

## **Service**

Accepting and discharging reasonable service responsibilities at a level appropriate to warrant promotion to Associate Professor with tenure in the Faculty of Business & Economics requires the applicant to demonstrate a tangible contribution to internal service. This may be demonstrated by membership on Department committees at the outset, with progressively more active roles taken on that demonstrate an engagement in the affairs of the University.

Applicants have the right to engage in external service and may choose to document:

- their involvement with a relevant community of practice, community groups or businesses organizations;
- dissemination of research and knowledge to groups outside of regular classrooms; and
- practice-oriented service to professional bodies.

Applicants are not required to make external service contributions. However, where an applicant engages in external service, these contributions may be submitted for consideration and the onus will be on the applicant to explain the relevance of service work, and to show how it enhances their discipline and/or the University.

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The onus is on an applicant for promotion to Instructor II to provide evidence of satisfactory in the area of teaching and satisfactory performance in the area of service.

### **Teaching**

High quality teaching is important in the Faculty of Business & Economics. Successful applicants for promotion to Instructor II will have performed their teaching responsibilities at a satisfactory level in this context. The strength of teaching can be evidenced by Senate-approved teaching evaluation instruments, annual activity reports and evaluation reports, as well as any other relevant information the applicant chooses to provide to justify their promotion. Such information may include peer evaluations, letters from former students, a teaching portfolio, teaching awards, and any other information

ad and responsibilities are in the area of Teaching, and that they have no responsibilities with respect to Research, it is expected that Instructor applicants will devote an appropriate and substantial amount of their time and efforts to ensuring that their teaching is as effective as possible.

In order to be promoted to Instructor II, applicants must establish that they have satisfactory performance in their teaching responsibilities and related activities, including evidence, as applicable, that they have:

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