

**Schar School of Policy and Government
George Mason University**

Procedures for the Promotion of Term Faculty*

These procedures are meant to supplement those of the GMU *Faculty Handbook* (2017) and not to replace them.

Normally, term faculty are appointed initially for one-year terms. Term assistant professors may be appointed for an additional one-, two-, or three-year period. Term associate professors may be appointed for up to five years. Normally, promotion can be considered after five years of service.

One-year term faculty appointments must be evaluated annually for consideration for reappointment. Those with multi-year term appointments wishing to be reappointed must be evaluated during the last year of their present contract.

For applications for promotion to term associate professor or term full professor, the Dean will appoint an *ad hoc* committee composed of at least one member from each Program Faculty, to include tenured and/or term faculty at or above the rank to which an individual is being considered for reappointment.

The committee will evaluate the performance of the candidate based on his/her portfolio, CV, teaching evaluations, and/or other evidence of performance, and will forward its report to the Schar School RPT Committee and to the dean. Both the *ad hoc* and the Schar School RPT Committees will report their recommendations and vote to the Dean.

Criteria: Candidates for promotion to associate term professor must achieve a level of “high competence” (see the *Faculty Handbook* [2017], p. 26) in the area of their appointment (research, instructional, or clinical). Candidates for full term professor must achieve a level of “genuine excellence” (see the *Faculty Handbook* [2017], p. 26) in their area of focus. If the term faculty member performs more than one function, e.g. teaching and research, the dean may weigh performance in light of both areas.

The standards to be applied to a candidate for promotion to associate term professor will be similar to those applied for promotion for tenure track faculty, except that the performance need be in only one area of focus (research, teaching, or service), and the standard will be “high competence.” The criteria for candidates for promotion to full professor will be similar to those for tenure track faculty, except that the performance need only be in one area of focus, and the standard must be “genuine excellence.”

For research term professors, publications and other research products will be considered in the evaluation. For promotion to term full professor the volume and quality of the research will be significantly greater than promotion to associate term professor. For teaching term professors,

* These procedures were developed by the Schar School RPT Committee and approved by unanimous oral vote at the full-faculty meeting on May 11, 2018.

evidence of teaching quality must be submitted, which may include student teaching evaluations, peer evaluations of teaching, syllabi, instructional materials, new course preparations, student advising, and supervision of research projects.

Term faculty who intend to apply for promotion, will notify the dean in writing by September 1 and present their portfolio and other evidence of their performance. The committee will report its recommendation to the Schar School RPT Committee and the Dean by October 1. The RPT Committee will review the materials of the candidate and the faculty committee report and will report to the Dean with its recommendation by October 17, and the Dean will forward his/her recommendation to the Provost by November First.