

**Department of Urban Studies and Planning
College of Liberal Arts and Sciences
Wayne State University
Promotion and Tenure Factors Statement
Adopted by the Faculty June, 2011**

Factors for Tenure and Promotion

In the Department of Urban Studies and Planning, a positive recommendation for promotion and tenure is based upon an evaluation of the candidate's record of excellence and continued promise of excellence in scholarship, teaching, and non-instructional service.

Scholarship

Urban studies and planning are multi-disciplinary fields, so the standards of excellence for research for a candidate who works within his or her specialization should be taken into account (e.g., in regard to the academic fields of external reviewers, the journals in which the candidate publishes, and the substantive area of publications). Because planning is a practice-based field, scholarly research speaks to both academic and professional audiences.

Excellence in scholarship and research is measured primarily by the quality and quantity of publication of articles in refereed journals in urban planning, urban studies, public policy, and related disciplines. Other evidence of excellence in scholarship could include books published by recognized scholarly and commercial presses; chapters in edited books published by recognized scholarly and commercial presses; and external grants and fellowships. Other scholarly activities are also considered, but are not given the same weight as peer-reviewed publications. These activities could include scholarly participation in professional association meetings, evaluation of manuscripts or proposals, invited book reviews, research reports, grant proposals, as well as internal grant awards and other awards. As planning is a professional field, activities in this category may also include applied research such as policy papers, technical bulletins, community plans, or draft legislation. Finally, evidence of the value of the research results is taken into account, including external reviews and citations of the candidate's work by other researchers. Scholarly work published electronically by a professionally recognized entity (e.g., scholarly or commercial press, public agency) will be considered as part of the publication record.

Teaching

Faculty members of the Department of Urban Studies and Planning are expected to show excellence in classroom teaching. Syllabi and student course evaluations, as well as peer and chair evaluations when they are available, are considered in arriving at a promotion and tenure recommendation. Teaching awards, initiation and development of new courses to meet

departmental needs, updating of existing courses, and the development of instructional materials are examples of activities that are also considered. A candidate's participation in student academic endeavors outside the classroom (e.g., the direction of Master's essays and theses, service on Ph.D. committees, the direction of Honors essays, and directed studies) is also taken into account.

Non-Instructional Service

The Department of Urban Studies and Planning expects its faculty members to serve actively and constructively in committee work and other tasks related to the normal functioning of the department. Faculty members are also expected to engage in broader service activities, which might include service to the college and university, service in regional, national, or international professional and academic organizations, or service to external groups (e.g., public agencies or community or nonprofit organizations) that reflects their own areas of scholarly focus and expertise. Examples of such service include translating research into practical applications, providing technical assistance or continuing professional education, participating in a community or neighborhood planning process, or providing advice to public officials on urban planning or policy related issues. However, such non-instructional service, of itself, does not serve as a substitute for excellence in scholarship and teaching.

Factors for Promotion to Professor

The factors for promotion to Professor are similar to those for tenure and promotion to Associate Professor. For all criteria, promotion carries an expectation of higher performance. Particular emphasis is placed upon scholarship and national recognition within the individual's field. Promotion deliberations, while weighing the entire record, are concerned chiefly with performance since the candidate's last promotion.