

DEPARTMENT OF ECONOMICS

RENEWAL, TENURE & PROMOTION CRITERIA (2023-2024)¹

Revised and approved by RPT Committee on Feb. 15, 2023

Revised according to UCAPT suggestions and approved by RTP committee on June 26, and approved by AAU on July 18, 2023

Document History	Date
RPT Committee Approval	Feb. 15, 2023
AAU Council Approval	March 11, 2023
Faculty of Science Council Approval	April 13, 2023
UCAPT Approval	August 30, 2023

In accordance with Article 13 of the Collective Agreement, and Senate Bylaws 22 and 23 that provide the relevant procedures and criteria relating to applications for tenure and promotion, the Renewal, Promotion and Tenure Committee (RPT) of the Department of Economics makes recommendations regarding such applications to the University Committee on Academic Promotion and Tenure (UCAPT).

0. Preamble²

The following general remarks on research, teaching and service are pertinent to renewal of contract, granting of tenure and promotion. By “Committee” we mean the Department of Economics Renewal, Tenure and Promotion Committee.

Evidence of research includes:

- Peer reviewed journal articles.
- Peer reviewed monographs.
- Book chapters.
- Supervision of student research theses and projects.
- Successful grant applications.

It is the publication of articles in peer-reviewed journals, the contribution and impact, or potential impact, of the publication to the discipline, and the quality of the selected journals, that are the primary factors in the evaluation of research. Work performed as a referee, associate editor, or editor; as well as involvement on thesis committees may also be considered as contribution to service. Supervision of student research projects may also be considered a contribution to teaching.

While active researchers can normally identify a handful of journals that are almost universally accepted as being high quality or good quality, the classification of journals by quality is not straight forward. The committee would do its best to select journals that are well accepted in the community of Economists, such as the rankings in Combes and Linnemer (2010), IDEAS/RePEc Recursive Discounted Impact Factors (Last 10 Years) for Journals, etc.

Notes on Indigenous and other EDI faculty³

¹ Many parts of this RTP criteria are adapted from the RTP criteria of the following: Department of Mathematics and Statistics RTP Criteria 2021, Kinesiology Department RTP Criteria 2021 and Department of English and Creative Writing RTP Criteria 2022.

² Aspects of this preamble have been adapted from the Windsor Law RTP Criteria, approved by UCAPT on March 1, 2021.

³ This part has been adapted from Kinesiology Department RTP Criteria 2021 and Department of English and Creative Writing RTP Criteria 2022.

The Committee will be aware and value various teaching and research methodologies and recognize that candidates may work with more than one methodology. Interdisciplinary scholarship, including the scholarship of teaching and learning, Indigenous Studies, and/or studies of race/ethnicity will be treated as valuable as the work of main-stream Economics. The Committee also recognizes that Indigenous colleagues may work either in a western conventional academic tradition ("those individuals who engage in a program of research and inquiry in accordance with the principles of the western academy and whose effort is primarily but not exclusively reflected in the production of written work") or a dual academic tradition which combines both conventional and traditional Indigenous approaches to research ("a dual tradition scholar is an individual whose scholarship is based in and informed by principles and methods appropriate to and exploration and explication of traditional aboriginal knowledge as well as those of the western disciplinary tradition"). Although all colleagues are expected to produce some conventional written scholarship, colleagues working in a dual tradition may provide evidence of scholarly contributions in a variety of ways. Colleagues who work or plan to work in a dual tradition should indicate so in their research statements as soon as reasonable in the RTP process. The Committee will ensure that the work and practices of dual tradition scholars is peer reviewed by assessors with relevant knowledge and experience. Advice on suitable assessors will be sought from Indigenous scholars with relevant experience, elders, and/or community cultural leaders where required. Moreover, where Indigenous teaching methods are employed, the Committee will ensure that, if at least one member does not have knowledge of relevant Indigenous teaching methodologies, that an external assessment by an independent reviewer with knowledge of the relevant methodology will be sought.

It should be recognized that Indigenous and other EDI faculty often have heavier services loads in that the burden of program change in the interests of equity and representation tends to fall on the members of designated groups, often at the start of their careers. This service being critical to the mission of the university and the betterment of society, it should be given due weight in relation to teaching and research.

Caveats:

1. Combes and Linnemer (2010), IDEAS/RePEc Recursive Discounted Impact Factors (Last 10 Years) for Journals are just two of many journal ranking services. We encourage the candidate to make the case for the quality of the journal selected by the candidate for publication. The committee will do its due diligence to avoid certain measures that are not essential to judging the quality of a publication. For example, the committee would discount rankings based on "popularity" measures like "abstract views" or "downloads."
2. There are many journals that are high quality within a subspecialty that will not appear high on ranking lists. We encourage the applicant to address the reputation of the chosen journal within the discipline.
3. When evaluating a candidate's research record agencies such as SSHRC ask evaluators to consider the quality of the research independent from the quality of the journal. We encourage the candidate to provide information such as the number of citations and the h-index of published papers.
4. In the years leading up to tenure and promotion, authors will consider "time to publication" as well as journal quality when submitting their work. We encourage the candidate to make statements about the journals chosen.
5. There is a tradition of giving author order in alphabetical order. We encourage the candidate to make statements about the contribution of each co-author to the publication.

We encourage the candidate for renewal, tenure, and promotion to (1) include statements about, and provide evidence for, the quality of journals; (2) provide information about the impact, or potential impact, of the research; and (3) to provide information on the contribution of co-authors. Also, we recommend that candidates consult with the AAU Head throughout the years leading to tenure and promotion, especially during performance reviews to ensure that research standards are being met.

While the measure of teaching performance may be based primarily upon Senate approved student evaluations, it must be supplemented by an evaluation by the Committee and a report from the AAU Head.

When judging the service contribution of a candidate, the committee will consider both the willingness and the effectiveness of the candidate.

Service includes:

- Contributions to Departmental, Faculty, University and Windsor University Faculty Association (WUFA) committees. When looking for opportunities to serve at the University level, candidates may consider, for example, serving as an Equity Officer or as the Chair of Thesis Defense Committees.
- Contributions to professional/academic societies.
- Contributions to academic publishers such as work performed as a referee, associate editor, or editor.
- Contribution to government and community agencies and services that utilize the candidate's professional expertise.
- Involvement on student thesis committees.

When evaluating the level of service, the committee will distinguish between passive membership, active membership, and leadership on committees.

I. RENEWAL

The candidate for renewal must make a satisfactory progress toward meeting the criteria for tenure and promotion to Associate Professor. The candidate must have demonstrated satisfactory performance in teaching, research, and service. Recognizing that the candidate has to develop a research program that will position them for tenure and promotion, and to develop new courses, less emphasis is placed on the need for service contributions. The specific criteria are as follows.

I.A. Teaching

The candidate must have competent teaching ability. The AAU RTP Committee will assign an overall teaching score after a complete and comprehensive review of all aspects of the candidate's teaching activities, performance, and portfolio, should one be submitted. This score should not be a simple or weighted average of the SET scores. For renewal of contract, this overall score should be at least 4.5 on a 7-point scale. Further, if any issues have occurred with respect to (i) the candidate's effectiveness in promoting students' academic pursuits and in stimulating interest in continued study of the discipline; (ii) the candidate's day-to-day availability to students; and the "demands" placed on him/her by students and the candidate's willingness to assist students outside of formal class hours; (iii) investigated student complaints; or (iv) unusual patterns of withdrawal from the candidate's classes; they must have been either satisfactorily resolved or there must be a plan put in place leading to resolution.

I.B. Research

The candidate must have demonstrated competent research over and above that presented at the time of appointment or at earlier reviews for contract renewal. The publication record, including working papers, must show improvement in quantity (a research achievement comparable to at least one peer reviewed publication since the beginning of their probationary period) and quality so that the required research achievement demanded for the promotion of tenure and promotion to associate professor will be attained in time.

I.C. Service

The candidate must have demonstrated active participation in AAU committees with the level of engagement increasing beyond that demonstrated at the time of appointment and must have shown potential for service to the broader University community and/or the academic profession.

II. TENURE and PROMOTION TO ASSOCIATE PROFESSOR

The basis for tenure and promotion to the rank of Associate Professor shall be demonstrated academic excellence as exemplified in research and teaching, and a demonstrated willingness to accept reasonable University responsibilities.

II.A. Teaching

In addition to meeting the criteria and standards for teaching for renewal of contract, the candidate for tenure and promotion to Associate Professor must have consistently demonstrated competent teaching, a commitment to good teaching, which includes classroom teaching, mentoring, and supervision at all levels, and a willingness to be of assistance to students. The AAU RTP Committee will assign an overall teaching score after a complete and comprehensive review of all aspects of the candidate's teaching activities, performance, and portfolio, should one be submitted. This score should not be a simple or weighted average of the SET scores. For tenure and promotion, this overall score should be at least 5.0 on a 7-point scale. Further, if any issues have occurred with respect to (i) the candidate's effectiveness in promoting students' academic pursuits and where appropriate stimulating interest in continued study of the discipline; (ii) the candidate's day-to-day availability to students; and the "demands" placed on him/her by students and the candidate's willingness to assist students outside of formal class hours; (iii) investigated student complaints; or (iv) unusual patterns of withdrawal from the candidate's classes; they must have been either satisfactorily resolved or there must be a plan put in place leading to resolution.

II.B. Research

In addition to meeting the criteria and standards for research for renewal of contract, the candidate must have achieved significant research results published in good quality journals. The RPT committee will consider primarily the candidate's research activity for the period extending five years in the past from the calendar year in which the application for tenure is made. The significant primary factors in the evaluation of research are the quality and the quantity of the articles published in peer-reviewed journals.

II.B.1. The candidate is expected to have four refereed publications including accepted for publications in journals of good quality (e.g., Canadian Journal of Economics). This standard may be adjusted to reflect journal quality and the candidate's contribution to co-authored publications.

In evaluating the quality of journals, we will use indicators such as Combes and Linnemer (2010), IDEAS/RePEc Recursive Discounted Impact Factors (Last 10 Years) for Journals for example. We encourage the candidate to make the case for the quality of the journal selected by the candidate for publication. There are many journals that are high quality within a subspecialty that will not appear high on ranking lists. We encourage the applicant to address the reputation of the chosen journal within the discipline. We encourage the candidate to make statements about the candidate's contribution to the publication.

II.B. 2. Should the candidate not meet the criteria in II.B.1., the candidate must have provided proof of research excellence through working papers, monographs and conference papers which have a good probability of publication in a journal of good quality, and other research achievements including books, book chapters, monographs, successful grant applications, etc. The candidate may also provide the reception of research grants obtained from sources outside of the University. For example, successful funding from a recognized federal agency such as the Social Sciences and Humanities Research Council (SSHRC) would be considered as evidence of the candidate's independent research program.

II.B.3. The RPT will take into account the evaluations of the external referees per Bylaw 22, sections 5.2.3 – 5.2.4.

II.B.4. We encourage the candidate for renewal, tenure, and promotion to (1) include statements about, and provide evidence for, the quality of journals; (2) provide information about the impact, or potential impact, of the research (this might include, for example, citations, h-index, or Google Scholar, etc.); and (3) to provide information on the contribution of co-authors.

II.C Service

The candidate must have demonstrated active participation in AAU committees with the level of engagement increasing beyond that demonstrated at the time of appointment and must have shown potential for service to the broader University community and/or the academic profession.

The RTP committee will take into consideration that Indigenous and other EDI faculty may have heavier services loads which should be given due weight in relation to teaching and research. We encourage the candidate to make the case regarding such increase in service loads.

III. PROMOTION TO PROFESSOR

Promotion to the rank of Professor will normally be granted if the candidate has, in the opinion of the candidate's peers within the academic community, achieved substantial distinction in the candidate's field, as exemplified in research and teaching, and demonstrated a willingness to accept reasonable University responsibilities. Though distinction in all areas will not be considered requisite, candidates will be expected to have achieved the standards of performance described below. Research and teaching will be accorded the most weight. There may be individual cases when the candidate's service activity is deemed sufficiently significant so that this component is accorded more weight. The candidate must achieve, at least, a 'competent' assessment for teaching and an 'excellent' assessment for research, or 'superior' assessments of both teaching and research, or an 'excellent' assessment of teaching and a 'competent' assessment of research.

III.A Teaching

In addition to meeting the criteria and standards for teaching for promotion to Associate Professor, the candidate for promotion to Professor must have consistently demonstrated good teaching including classroom teaching, mentoring, and supervision at all levels, and a willingness to be of assistance to students. The AAU RTP Committee will assign an overall teaching score after a complete and comprehensive review of all aspects of the candidate's teaching activities, performance, and portfolio, should one be submitted. This score should not be a simple or weighted average of the SET scores. For promotion to Professor, this overall score should be at least 5.5 ~~(or 5.0)~~ on a 7-point scale. Further, if any issues have occurred with respect to (i) the candidate's effectiveness in promoting students' academic pursuits and in stimulating interest in continued study of the discipline; (ii) the candidate's day-to-day availability to students; and the "demands" placed on him/her by students and the candidate's willingness to assist students outside of formal class hours; (iii) investigated student complaints; or (iv) unusual patterns of withdrawal from the candidate's classes; they must have been either satisfactorily resolved or there must be a plan put in place leading to resolution.

III.A.1 Competent Performance

The overall score should be 5.0-5.4 on a 7-point scale.

III.A.2 Superior Performance

The overall score should be 5.5-5.9 on a 7-point scale.

III.A.3 Excellent Performance

The overall score should be 6.0 or higher on a 7-point scale.

III.B Research

The candidate must have demonstrated the ability to carry out an independent research program and must be consistently involved in research resulting in publications in high quality journals so that the candidate's research contributions are widely recognized by academic authorities in the field.

Research performance is assessed for either the period since promotion to Associate Professor or the six-year period prior to the application for promotion to Full Professor, whichever period is shorter. In addition to the following, the RPT will take into account the evaluations of the external referees per Bylaw 22, sections 5.2.3 – 5.2.4, the consistency of research effort over the relevant period and the quality of non-refereed publications.

III.B.1 Competent Performance

At least 3 additional refereed publications in journals of good quality (including manuscripts accepted for publication by same). The standard may be adjusted to reflect journal quality and the candidate's contribution to co-authored publications.

III.B.2 Superior Performance

At least 4 additional refereed publications in journals of good quality (including manuscripts accepted for publication). The standard may be adjusted to reflect journal quality and the candidate's contribution to co-authored publications.

III.B.3 Excellent Performance

At least 5 additional refereed publications in journals of good quality (including manuscripts accepted for publication). The standard may be adjusted to reflect journal quality and the candidate's contribution to co-authored publications.

III.B. 4

The committee may upgrade the level of research performance if the candidate has provided proof of research excellence through other research achievements including books, book chapters, monographs, successful grant applications such as the Social Sciences and Humanities Research Council (SSHRC), etc.

III.C Service

In addition to standards for service for tenure and promotion to Associate Professor, the candidate must have a demonstrated record of leadership in service as evidenced, for example, by serving as ~~committee chair, serving as undergraduate advisor, etc.~~ to the broader University community and/or the academic profession.