

**Department of Anthropology**  
**Criteria for Retention, Tenure and Promotion**  
(revised November 10, 2004)

Individuals may be appointed to a tenure-track position in the Department of Anthropology based on completion of an advanced degree in an appropriate discipline and either experience or promise of high quality performance in the areas of teaching, scholarship and service. Normally a Ph.D. in anthropology or related field from an accredited university is required, although scholars with ABD may be appointed contingent on their completion of their doctoral dissertation within the first year of their appointment.

**Tenure/Promotion**

A faculty member under consideration for tenure and/or promotion shall be evaluated based on a) teaching, b) scholarship, and c) service. The Department of Anthropology has developed the following explicit criteria for review of faculty. Pretenure or probationary faculty must meet or exceed the following standards for tenure and promotion to Associate Professor.

Criteria for Evaluation of Teaching

Evaluation of teaching by faculty in the Department of Anthropology will be based on two or more of the following criteria:

- Successful teaching experience at CSUDH or other universities for a sufficiently long period of time to judge the quality of the individual's instruction. Normally six years of teaching is considered sufficient for review.
- Consistently positive teach evaluations from students (normally 80% or more of the students rating the instructor in the top two rankings (Strongly Agree and Agree) and positive teaching narratives.
- Evidence of curriculum development as demonstrated by creation of new courses or significant revisions of existing courses.
- Demonstration of positive learning outcomes from students enrolled in the faculty's courses.
- Participation in on-campus, CSU system or national workshops on teaching effectiveness and/or integration of new instructional methods and/or technologies.
- Currency on the discipline of anthropology as demonstrated by class syllabi, courses that incorporate new topics and data, and the use of current texts and readings.

Criteria for Evaluation of Scholarship

Evaluation of scholarship by faculty in the Department of Anthropology will be based on two or more of the following criteria:

- Presentation of research activities at professional conferences, seminars, symposia or colloquia (normally a minimum of one per year.)

- Publication of articles in refereed journals or peer-reviewed volumes (minimally one every other year.)
- Publication of book.
- Anthropological research funded by extramural and on-campus competitive grants and contracts.
- Technical reports, grant proposals, and reports to granting agencies and other documentation of research activities.

#### Criteria for Evaluation of Service

Evaluation of service by faculty in the Department of Anthropology will be based on two or more of the following criteria:

- Service at the departmental level as departmental representative to Academic Senate, club advisor, membership on search committees, membership on departmental RTP committee, Chair, etc.
- Service at the College level as a member of standing committees (e.g., CLA Curriculum Committee, CLA RTP committee, SBS 318 committee, etc.), as a member of other department's RTP committees, and other service outside of the Department of Anthropology but within the College of Liberal Arts.
- Service at the University level as member of standing committees (e.g. URTP, University Curriculum Committee, Budget Advisory Committee, Library Committee, RSCAAP Committee, etc.), as faculty mentor (Center for Teaching and Learning, Center for Learning and Student Support), or member of university search committees.

#### **Early Tenure/Promotion**

A faculty member may be considered for early tenure and promotion after four (4) full years of teaching in the Department of Anthropology if he/she can demonstrate unusually meritorious performance in teaching and scholarship and/or service.

Unusually meritorious teaching in Anthropology is demonstrated by the following criteria:

- Consistently positive teach evaluations from students (normally 90% or more of the students rating the instructor in the top two rankings (Strongly Agree and Agree) and positive teaching narratives.
- Leadership in activities that strengthen teaching and learning (e.g., development of unique curriculum, innovative teaching strategies, design of new assessment tools.)

Unusually meritorious scholarship in Anthropology is demonstrated by

- Presentation of research activities at professional conferences, seminars, symposia or colloquia (an average of two or more per year.)
- Publication of articles in refereed journals or peer-reviewed volumes (an average of one per year.)
- Publication of one or more books.

- A consistent record of anthropological research funded by extramural and on-campus competitive grants and contracts.
- Technical reports, grant proposals, and reports to granting agencies and other documentation of research activities.

Unusually meritorious in the area of service is demonstrated by

- a record of regular and consistent service on campus
- representation of the department or University within the CSU system (e.g., CSU Academic Senate, inter-campus task forces)
- service on M.A. and doctoral committees.
- service to the broader community to which a faculty member belongs (e.g., community organizations, community colleges, professional associations).

Department of Anthropology  
Criteria for Retention, Tenure and Promotion  
(adopted 10/14/1999)

Faculty in the Department of Anthropology considered eligible for retention, tenure and promotion meet the following criteria

Criteria for Evaluation of Teaching

- Positive classroom performance as indicated in PTE results.
- Evidence of curriculum development and/or significant revision of existing curriculum.
- Participation in workshops on teaching effectiveness, and/or integration of new instructional methods and/or technologies.

Criteria for Evaluation of in Scholarship

- Research that results in significant publications including scholarly books, articles in peer-reviewed journals and edited volumes.
- Presentation of research results in symposia at professional associations.
- Anthropological research funded by extramural and on-campus competitive grants and contracts.
- Technical reports, grant proposals, and reports to granting agencies, and other documentation of research activities.

Criteria for Evaluation in Service

- Service at the departmental level as Chair, departmental representative to Academic Senate, club advisor, membership on search committees, etc.
- Service at the College level as a member of standing committees (e.g., CAS RTP committee, SBS 318 committee, CAS Curriculum Committee, etc.)
- Service at the University level as member of standing committees (e.g. URTP, University Curriculum Committee, Budget Advisory Committee, Library Committee, etc.)
- Service to the broader community to which a faculty member belongs (e.g., community organizations, community colleges, professional associations).
- Service on M.A. and doctoral committees.