



University at Buffalo
The State University of New York

PROMOTION AND TENURE: GUIDING PRINCIPLES

A Statement from the President and Provost

The following is a description of the guiding principles that the University at Buffalo's President and Provost will employ regarding promotion and tenure decisions. These guiding principles are intended to provide greater clarity regarding procedural requirements and policies concerning the appointment of faculty members, promotion from one faculty rank to another, and the granting of continuing appointment.

For additional information regarding promotion and tenure, faculty are encouraged to refer to UB's Faculty/Staff Handbook.

- **Research, Scholarship, or Creative Activity:** Research and scholarship or creative activity in appropriate disciplines will be the primary basis for promotion and tenure decisions.

- **Teaching and Service:** Candidates for promotion and tenure must have a demonstrated record of effective teaching and service.

- **Quality of Research, Scholarship, or Creative Activity:** The quality and impact of the candidate's research, scholarship or creative activity at the time of promotion is critical – not simply the length of the curriculum vitae.
 - **Review of the Dossier:** Review of the dossier from the department chair, dean, and external evaluators must include comments about the significance and quality of the scholarship.
 - **Internal Evaluators:** Internal evaluators should also comment on the candidate's teaching and service contributions to the department or school/college.
 - **External Evaluators:** The greatest weight will be given to letters submitted by full professors from AAU institutions: All letters should come from nationally and internationally recognized scholars.

- **Granting Promotion and Tenure:** Granting promotion and tenure is based on achievement and the “promise to continue to achieve”.
- **Early Considerations for Promotion and Tenure:** Early considerations for promotion and tenure must be compelling and documented thoroughly.
- **Qualified Titles:** The tenure clock will not be delayed for faculty members by putting them in qualified titles. Exceptions include:
 - Medical Issues
 - Maternity Leave
 - Other Special Circumstances (e.g., catastrophic destruction of data sets, destruction of laboratory equipment, other extreme circumstances that are beyond the control of the faculty member)

ADDITIONALLY,

Associate or Full Professor Appointments

- **External Letter:** External letters from highly respected individuals from the same caliber of institutions as those expected for internal promotion and tenure must be included in the dossier for appointment.
- **Review:** Appointments will require full review and votes at all levels (including the department, school/college, the PRB, the Provost, and the President).
- **Interview:** Candidates for senior appointments should be scheduled to meet with the President and/or Provost during the interview process.