

# Promotion and Tenure Guidelines

## Department of Statistics

### University of Washington

The recommendation to grant tenure or promote a faculty member are some of the most important decisions that an Academic Department can make. Here, we document how the Department of Statistics at the University of Washington supplements the Tenure and Promotion Guidelines for Associate and Full Professors laid out by [Chapter 24 of the University of Washington's Faculty code](#) and by the [College of Arts & Sciences Guidelines and Procedures manual](#).

#### Process

Mandatory consideration for promotion to Associate Professor and tenure will be initiated by the Department Chair during the Spring quarter of the academic year prior to the review (which, per Section 24-41 of the Faculty Code, corresponds to the sixth year at the Assistant Professor rank, excluding any excused pauses in the tenure clock).

Non-mandatory consideration of promotion to either Associate or Full Professor can be initiated by either the individual interested in becoming a candidate for promotion, or by the departmental faculty. Individuals interested in becoming a candidate for non-mandatory promotion shall meet with the Department Chair to discuss the possibility and process before submitting their documents. When the process is initiated by the departmental faculty, non-mandatory consideration for promotion will typically arise directly following the annual review of all Assistant and Associate Professors conducted by the faculty of superior rank. In this case the Department Chair will invite the candidate to meet to discuss their interest in being put forward for promotion, as well as the process. If the potential candidate is interested in pursuing the department's recommendation, the Department Chair will initiate the promotion process.

No matter whether the case is under mandatory or non-mandatory consideration, candidates for promotion will provide the Department Chair with copies of all required documents by the last day of June. A current list of required documents can be found in the [College of Arts and Science's Guide to Documentation website](#). The candidate will also be asked to provide the names of 5 arms-length external reviewers that can evaluate their scholarship. Simultaneously, the Department will convene an ad-hoc Promotion Committee consisting of at least three faculty of senior rank, who will prepare a written report that will guide departmental discussion. The Promotion Committee will also be asked to provide the names of five arms-length external reviewers. A combination of external reviewers selected from the candidate's

and review committee's lists will be asked by the Department Chair to write letters of evaluation for the candidate. In addition, departmental faculty senior in rank to the candidate may be solicited for written reviews on the candidate's publications. Where appropriate, the Promotion Committee might also ask faculty in other departments with appropriate expertise to provide reviews of some of the candidate's publications. The report from the Promotion Committee will summarize the information in the materials provided by the candidate as well as the external letters of evaluation, a copy of the publication reviews (if applicable), and a recommendation for the voting faculty. After the departmental vote, the Department Chair will forward the completed promotion file to the College for review.

## Expectations

Recommendations for promotion or tenure of a Statistics faculty member will be based on both the faculty member's past performance and future trajectory. Work done prior to an appointment at the University of Washington does count as part of the candidate's portfolio – what matters is the candidate's cumulative record, whether that work was done at the University of Washington or elsewhere. Except for the timing of mandatory tenure reviews as discussed in the Faculty Code, years at rank are not a criterion for promotion, provided that the candidate meets all stated criteria for successful advancement.

In what follows we lay out expectations, in various areas of the promotion and tenure review, that are specific to the Department of Statistics. We do not attempt to expand on each of the review areas outlined in the Faculty Code and the College of Arts & Sciences guidelines. Instead, we focus on a subset of them where we believe more specificity is needed.

**Scholarship:** The Department values statistical contributions to the scientific literature, including those in journals, peer-reviewed conference proceedings, or chapters in edited books. The focus of our evaluation is on the impact of the contribution, interpreted broadly to include contributions to statistics as a discipline, as well as the scientific and societal impact of the scholarship. Indeed, the department places a high value on interdisciplinary work as an important complement to any contribution to statistical theory, methodology or computation. However, a record that does not include contributions to statistical theory or methodology will generally not be considered enough to merit promotion and/or tenure. Candidates for promotion to Associate Professor are expected to have developed a national reputation as scholars, while candidates for promotion to Full Professor are expected to have developed an international reputation.

The department values software/platform development as an important type of scholarship that can magnify the impact of statistical contributions to other areas. In evaluating software contributions, the department considers its quality, the current and expected impact of the software on statistical practice, and whether it represents a contribution beyond those required by reproducibility best practices.

In Statistics, books are most often works of synthesis rather than venues for the publication of novel scholarship. Furthermore, depending on its content, a book might be evaluated as contributing to scholarship, teaching and/or service. In any case, publication of a book is not required for promotion to either Associate or Full Professor in the Department of Statistics.

Candidates for promotion to Associate Professor should have demonstrated the ability to secure extramural funding from federal agencies, private foundations and / or private industry to support their research program. For promotion to Full Professor, candidates are expected to have demonstrated a sustained ability to secure extramural funding.

In Statistics, invitations to present work at national and international conferences, as well as at other academic and research institutions, are a clear sign of standing in the field. Therefore, candidates for promotion at any level are expected to have a track record in this area.

**Teaching:** A good teaching record is a necessary part of a successful promotion and/or tenure case. Teaching is viewed broadly, including curriculum planning, course design, student reactions and success, and mentoring. The Department strongly values teaching across the curriculum and expects faculty to contribute to both undergraduate and graduate instruction.

Candidates for promotion are expected to have course evaluations for a large percentage, if not all, of the courses taught at the UW. At a minimum, candidates are expected to have numeric scores above 3.0 (good) on the typical 5-point scale. Special interest is placed on evaluations of the instructor's contribution to the class, the overall quality of the class, and, especially, the amount students learned. In evaluating classroom instruction, the Department of Statistics also relies heavily on peer evaluations, which are conducted quarterly for all courses. There is a fundamental interest in the trajectory of teaching quality. Most faculty show marked improvement during their first years as they gain experience and support.

**Mentoring:** Mentoring of undergraduate and graduate students and, where appropriate, postdoctoral associates, is highly valued by the Department of Statistics. All research active faculty in the Department are expected to engage with Ph.D. students by serving on Ph.D. committees (including reading committees) inside (and potentially outside) the department, and by supervising or co-supervising dissertation work. In the case of candidates for promotion to Associate Professor, evidence of successful mentoring might include either the supervision of at least one completed Ph.D. dissertation or having mentored at least two graduate students through their general exams, or some other substantial contribution to the mentoring of Ph.D. students in the department. Timely achievement of research-related milestones (within the context of the student's personal circumstances), student job placement, and overall student success will be viewed by the department as positive indicators of mentorship quality.

Candidates for promotion to full professor are expected to have supervised several completed Ph.D. dissertations in the Statistics program, and to be currently engaged with Ph.D. supervision as well as other forms of graduate mentoring. At this level, the career trajectory of former mentees, including postdoctoral associates, might also serve as evidence of successful

mentoring.

**University and Department Service:** Faculty at all ranks are expected to demonstrate an ongoing commitment to excellent citizenship in the department and the university. The Department of Statistics attempts, to the extent possible, to protect its Assistant Professors from major demands for departmental and university service. Therefore, for candidates for promotion to Associate Professor, the expectations for internal service are modest. In contrast, candidates for promotion to Full Professor are expected to have taken on leadership roles at the departmental, and possibly at the campus, level. This includes having served as Chairs of departmental committees as well as being involved with college-wide or campus-wide committees and/or interdisciplinary centers and initiatives.

**Professional Service:** As with departmental and university service, the expectations for professional service for candidates for promotion to Associate Professor are modest. Candidates at this level are expected to have served regularly as reviewers for journals, conferences, and/or funding proposals submitted to federal agencies and/or private foundations. Serving as an organizer for professional events (e.g., for invited sessions at major conferences, semester or year-long programs at outside professional venues, or for small workshops in their areas of interest) is welcomed but not required. On the other hand, candidates for promotion to Full Professor are expected to be highly visible in their communities nationally and internationally, and to have provided substantial professional service. Examples of such service include substantial editorial service (e.g., as an Associate Editor for major journals or as an Area Chair for major conferences), being active in relevant professional societies, government agencies, international organizations, public entities or other groups, and/or service as repeated participant in grant review panels.

**Contributions to Diversity:** The Department of Statistics expects from its faculty a commitment to diversity, equity and inclusion. Faculty members under consideration for promotion are strongly encouraged to discuss their contributions in these areas in their personal statement. Examples of such contributions include the following: engagement in recruitment and retention activities that are intended to remove barriers and increase participation by groups historically under-represented in the discipline; a record of success in mentoring women and minority graduate students; designing courses or curricula that meet the needs of first-generation or educationally disadvantaged students; university and professional service that applies up-to-date knowledge to problems, issues, and concerns of groups historically under-represented in higher education; and research focusing on underserved populations or understanding inequalities related to race, gender, disability or LGBTQ issues. If a candidate for promotion includes the advising of students from traditionally underrepresented groups as an example, then they should provide concrete examples of how they changed their advising to meet the students' needs.

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