

## THINGS TO CONSIDER WHEN CONTEMPLATING NOMINATING FOR OR ACCEPTING NOMINATION FOR PROMOTION (Rank and Tenure Committee)

(This list reiterates faculty policy on promotion and procedures of the Rank and Tenure Committee that are relevant when considering whether to nominate for or accept nomination for promotion.)

1. Read carefully [ByLaws, Article V, Section 1.B.1.d.](#) and [SECTION IV, Part IX, Section 2-6](#) of the *Faculty Handbook* before you make the decision about nominating someone for promotion or accepting nomination for promotion. Please note that the Rank and Tenure Committee works according to policy established by the entire faculty.
2. Qualifications for rank are listed on the [ByLaws, Article V, Section 1.B.4.](#) of the *Faculty Handbook*.
3. At PLU, decisions about promotion are separate from decisions about tenure.
4. Normally, chairs or deans nominate a candidate for promotion. However, any faculty member may nominate someone for promotion. Self-nomination is allowed. Faculty members may decline nomination for promotion without prejudice or penalty. Faculty members may be considered for promotion annually without prejudice based on previous consideration ([SECTION IV, Part IX, Section 2](#)).
5. Decisions about promotion “involve a judgment about the accomplishments of a faculty member” ([ByLaws, Article V, Section 1.B.1.d.](#)). Promotion in rank is granted in recognition of a clear record of accomplishment. Promotion is not an entitlement. For example, in those fields where the doctorate is not required for initial appointment or for tenure, completion of the doctoral degree does not, by itself, constitute evidence sufficient to justify promotion.
6. A case for promotion is made based on a record of accomplishment in the years preceding the academic year during which one is considered for promotion. This means that work in progress, participation in future conferences or other professional events, or committee service newly commenced do not count as evidence of accomplishment.
7. For promotion “strength” is expected in all three areas: teaching, professional activity, and service ([ByLaws, Article V, Section 1.B.1.f.](#)). Further, the procedures of the Committee require that favorable decisions on promotion require “clear and substantial evidence” that the candidate has met the criteria ([SECTION IV, Part IX, Section 2.C.1.b.](#)).
8. The Rank and Tenure Committee is charged to ensure that “standards for promotion to a given rank, including time in service” be “kept consistent across the university” ([SECTION IV, Part IX, Section 2.C.1.d.](#)). It does this even as it is charged to recognize discipline-specific descriptions of the criteria, [SECTION IV, Part IX, Section 4.C.](#)
9. No number of years in rank is specified in the *Faculty Handbook* for consideration for promotion. Normally, however, seven years in rank is the minimum required to accumulate a record sufficient to meet the qualifications for a higher rank. Further, promotion decisions are based primarily on record of accomplishment since the previous promotion, not on the record of the entire career span. The post-sabbatical review process is an opportune time to assess one’s record and readiness to stand for promotion. Even after that period of time in rank, it is understandably more difficult to demonstrate equivalent sustained achievement in a shorter as compared to a longer period of time.
10. While years of service at another institution are recognized in initial appointment and rank at PLU and are explicitly noted in contracts with regard to the tenure-clock, a case for promotion must demonstrate strength in all three areas—teaching, professional activity, and service—while at PLU. Accomplishment while at other institutions is part of a promotion case but cannot substitute for a continuing record of accomplishment at PLU.