Growing as a Research Professional

University Structure and Tenure Planning

Faculty Orientation

University of Tennessee

Adapted from Making the Right Moves: A Practical Guide to Scientific Management for Postdocs and New Faculty (2nd Edition)
Topics to be discussed:

- Goals of a Research Institution
- University Structure and Tenure Planning
- Mentoring
- Time Management
- Funding and Publishing
- Research Collaboration
- Teaching and Course Design
Goals of a Research Institution
The University of Tennessee is classified by the Carnegie Foundation as a Research University (very high research activity), placing it in the highest ranks of all colleges and universities in the country. Research activities magnify the university's educational mission and enhance its state, national, and international public service role.
Navigating the University System and Tenure Planning
Starting faculty should...

- Network with Support Personnel
- Understand Faculty Governance
- Discover Expectations for Faculty
- Know the Research Infrastructure
University of Tennessee Organizational Structure

Chancellor

Provost & Vice Chancellor (Academic Affairs)

Vice Chancellor Finance & Administration

Vice Chancellor Research & Engagement

Vice Chancellor Development & Alumni Affairs

Vice Chancellor Student Affairs

Deans of Colleges

Dept. Heads within Colleges
People You Should Get To Know

• Department head
• Full professor
• Potential research collaborators
• Department administrators
• Office of Research
Faculty Governing Bodies and Committees

- **Faculty Senate**
  - Liaison between Faculty & University Administration

- **University & College Committees**
  - Various committees advising on University or College policy

- **Departmental Committees**
  - Various committees advising on departmental policy & administration
Support Facilities and Services

- Grants and Contracts (Office of Research)
- Regulatory Compliance Office (Office of Research)
- Environmental Health and Safety Office
- Technology Transfer Office
- Procurement Office
- Human Resources Office
- Public Relations Office
- Development Office
Beyond the Research…

Teaching

Committees

Public Service
Beyond the Research…

Career Advancement

Teaching

Committees

Public Service
Tenure Track Time Frame

Probationary Period: No less than 1, no more than 7 years

Tenure Consideration (Year 6)

Annual Retention Review
(beginning Fall of 2nd Year)

Annual Retention Reviews
(Years 3-5)

Probationary period begins
(stated in appointment letter)
The Tenure Process

Process unfolds as follows:

• Tenure Track Faculty serve a probationary period of no less than one, no more than seven years (period stated in appointment letter- normally 7 years with tenure consideration in year 6)

• Fall of 2nd year, first of Annual Retention Reviews

• Year 6 - Tenure Process begins with Departmental Review of dossier

• Department Head endorses dossier for College Review

• College Review Committee prepares recommendation

• College Dean endorses dossier

• Dossier now undergoes University Level Review

• If favorable, dossier sent to university-level standing committee; then to chancellor; then to governing board for approval
The Tenure Dossier - Overview

- **Dossier** – Contains factual information of the sort that appears in the *curriculum vitae* as well as evaluative information such as peer evaluations of teaching and summaries of teaching evaluations.

- **Curriculum Vitae** – is used to provide background for the department head’s request for external assessments.

- **Supporting Materials** – sample publications, videos, recordings or other appropriate forms of documentation for review in the department and the college.

- **Attachments** – letters from external evaluators, Annual Retention Review Forms & Faculty Annual Review Forms, all statements reports, summaries and recommendations generated by the peer committees and administrators involved in the review process.
Further Information

• University of Tennessee Faculty Handbook - http://provost.utk.edu/facultyhandbook/

• University of Tennessee Faculty Evaluation Manual - http://provost.utk.edu/evaluation/

• University of Tennessee Office of the Provost - http://provost.utk.edu/