



PSYCHOLOGY DEPARTMENT
Disciplinary Guidelines for Tenure and Promotion
December 2017 (evaluated and approved September 2023)

Assess the Nature of the Discipline(s) in your Department in the realm of teaching

Questions to Consider and Answer:

1. What elements of your department's discipline are classified as auxiliary teaching activities?

In the Psychology Department we expect that faculty are personally available for students on campus. We assure this by asking that faculty hold five hours of office hours a week on campus (in accordance with the handbook). Though recent norms and guidelines have suggested that faculty only be available two to three days per week, we do encourage faculty to be available at least four and preferably five days per week.

It is also common for faculty to supervise honor's projects, honor's contract courses, independent studies, and student research. These activities all consume a considerable amount of time and are quite beneficial to student development and success.

Additional topics to assess:

- What discipline specific note, addition, or deletion should accompany "imparting general knowledge?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "imparting specific knowledge?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "developing skills?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "motivating students?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "setting requirements and evaluating performance?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "success with effective teaching practices?" **No additions.**



**Assess the Nature of the Discipline(s) in your Department in the realm of
research and scholarship**

Questions to consider and answer:

1. What elements of your department's discipline are critical to scholarship and may be unfamiliar to faculty in other disciplines?

We want to note the overall competitiveness of publishing in psychological journals. Rejection rates in Psychology journals are high. APA reported an overall rejection rate of 71% (62% for divisional journals) in 2016 with most rates falling in the 70% rejection range (<http://www.apa.org/pubs/journals/features/2016-statistics.pdf>).

Additionally, we note that publishing in Psychology can be a time consuming process, sometimes lasting over a year for a single publication after initial submission to the journal (given the myriad of complexities in the revise and resubmit process).

2. What does peer review mean in your discipline? Describe any circumstances where peer review is not necessary for work product to be considered scholarship.

Quality peer review is critical to the discipline of psychology. We are wary of predatory journals and pay-to-publish systems. We would consider any journal that operates under a pay to publish system to be inappropriate for tenure and promotion purposes.

3. What does and does not qualify as meaningful creative work in your discipline?

In addition to print scholarship, conference presentations, symposia and other professional presentation of scholarly work are to be considered meaningful.

4. Does "paid" work count as scholarship? Explain?

Generally, paid (beyond an honorarium) work is not accepted for scholarship. Scholarship is something created for the primary purpose of disseminating information to the scientific community.



5. How do 21st century forms of disseminating work product into the intellectual marketplace figure into accepted norms of scholarship in your department's discipline?

Several peer-reviewed journals now charge a fee once a manuscript has been reviewed and accepted. This includes several prestigious journals. As long as there is a **proper** peer-review process and the journal is not seen as predatory (see question #2 above), it counts as scholarship.

6. How does your department's discipline assess issues of quality of scholarship?

Quality scholarship results from high quality research design and data collection. Should the scholarship be published, the impact factor of the published journals may be looked at.

7. How does your department's discipline assess issues of quantity of scholarship?

Because of the difficulty of publishing in certain areas, quantity will be assessed on a case-by-case basis.

Additional topics to assess:

- What discipline specific note, addition, or deletion should accompany "Dissemination of Scholarship?"
 - Generally speaking, instructor's manuals, workbooks, study guides, conference proceedings, abstracts and translations are not considered part of the dissemination of scholarship for Psychology.
- What discipline specific note, addition, or deletion should accompany "Creative Activities?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "Editing?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "Grants and Contracts?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "Classroom based research projects—scholarship of teaching and learning?" **No additions.**
- What discipline specific note, addition, or deletion should accompany "Scholarship related to service or the use of professional expertise, Scholarship of Engagement or Application?" **No additions.**



- What discipline specific note, addition, or deletion should accompany "Other?"
No additions.

Assess the Nature of the Discipline(s) in your Department in the realm of service

Questions to consider and answer:

1. Within your department and discipline, what is the need, value, and expectation of department service?

Given the number of students in our major, department service is needed, valued, and expected. Service to the department is to be a focus.

We stress the importance of individualized advising and mentoring.

- Each faculty member maintains an advising load of approximately 40 students each semester. Faculty in the Psychology Department are expected to be adequately available for students during advising week as well as during the semester. In the Psychology Department we meet with each student independently for advisement.
- Faculty members in the department are encouraged to mentor their students in a way that helps the students to develop their own professional skills. Some examples would include, involving students in research, discussing career goals, helping with tasks involved with graduate school applications, and generally guiding them towards being productive and professional after receiving their degree.

2. Within your department and discipline, what is the need, value, and expectation of university service?

It is expected that faculty members find ways to be of service to the university. We do acknowledge that automatic assignment to university wide committees has become increasingly difficult; however, there are a number of volunteer opportunities throughout each academic year.



3. Within your department and discipline, what is the importance of service to profession?

It can be difficult to find many professional service activities in the discipline of Psychology. However, active professional memberships and serving as reviewers or editors for journals and conferences are good ways to show service to the discipline.

4. Within your department and discipline, what is the importance of service to community?

We do acknowledge that one's specialty in Psychology can influence the availability of community service opportunities. However, for community service to be counted it must use the faculty member's professional expertise.

5. How does your Department's discipline assess issues of quality of service?

Time invested is a strong contributor to the quality of any service activity.

6. How does your Department's discipline assess issues of quantity of service?

The number of service activities engaged in shall be considered along with the time commitment for each.

Additional topics to assess:

- What discipline specific note, addition, or deletion should accompany department service? **No additions.**
- What discipline specific note, addition, or deletion should accompany university service? **No additions.**
- What discipline specific note, addition, or deletion should accompany service to profession? **No additions.**
- What discipline specific note, addition, or deletion should accompany service to the community? **No additions.**

Department Chair: <u>[Signature]</u>	Date: <u>9/22/23</u>
Department Vote Yes: <u>3</u> No: <u>0</u> Abstain: <u>0</u>	Date: <u>9/22/23</u>
Dean: <u>[Signature]</u>	Date: <u>9/26/23</u>
Provost: <u>[Signature]</u>	Date: <u>11/3/23</u>