University of Nebraska at Kearney
College of Education
Criteria Summary Sheet
(The purpose of this summary sheet is to assist faculty as they prepare their application portfolio for advancement in rank and / or tenure. This summary sheet does not substitute for the guidelines; faculty are responsible for reading, understanding, and meeting the COE Rank & Tenure Guidelines in their entirety)

Tenure

Because of its impact on the future of the institution, tenure is the most significant recognition the University can give a faculty member. Therefore, promise of future performance must be supported by clear evidence of sustained contribution, consistent with the teaching, scholarship and service criteria over a period of time. All candidates for tenure must hold the terminal degree or its appropriate equivalent.

The tenure system operates separately and independently from salary and promotion and where promotion is offered to a faculty member before their probationary period is completed, no promise of eventual tenure is implied by the promotion.

Persons holding academic rank below Assistant Professor are not eligible for tenure. Candidates for tenure will compile and submit a portfolio in support of their request. If a candidate is applying for promotion and tenure simultaneously one portfolio will be used for both applications.

General Criteria:

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Year hired at UNK
- Normally considered for tenure in 6th year of at UNK
- Truly exceptional candidates may be considered for and awarded tenure at an earlier time

Or

____

Date that is considered to be the 6th year as specified in the initial appointment letter

____

Current Academic Rank (Assistant Professor or higher)

Or

____

Academic Rank that is being applied for if applying for promotion and tenure concurrently (Assistant Professor or higher)

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Year received University Graduate Faculty Status (include verification in portfolio)

Letter from peer review committee addressing the following
☐ Faculty member’s potential for continued growth
☐ Faculty member’s ability to work effectively in, and contribute significantly to, the department and the university community

Letter from department chair addressing the following
☐ Faculty member’s potential for continued growth
☐ Faculty member’s ability to work effectively in, and contribute significantly to, the department and the university community
To summarize how you meet the Teaching, Scholarship and Service Criteria, also complete and include the appropriate Rank Criteria Summary Sheet.

**Teaching:**
A cumulative record of teaching excellence commensurate with the academic rank held by the applicant at time of application for tenure (see appropriate rank criteria in the guidelines). If applying for rank advancement and tenure concurrently, the faculty member must meet the teaching criteria for the rank for which s/he is applying.

**Scholarship:**
A cumulative record of scholarship excellence commensurate with the academic rank held by the applicant at time of application for tenure (see appropriate rank criteria above). If applying for rank advancement and tenure concurrently, the faculty member must meet the scholarship criteria for the rank for which s/he is applying.

**Service:**
A cumulative record of service excellence commensurate with the academic rank held by the applicant at time of application for tenure (see appropriate rank criteria above). If applying for rank advancement and tenure concurrently, the faculty member must meet the service criteria for the rank for which s/he is applying.