




ARIZONA STATE UNIVERSITY

Confirmation of Approval

College/Unit	Liberal Arts & Sciences
Unit	Department of Psychology
Document	Criteria for Fixed-Term Research Professors

The attached document has been approved by the provost's office.

	6/25/18
Deborah Clarke, Vice Provost for Academic Personnel	Date

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College of Liberal Arts & Sciences

Department of Psychology

Fixed-Term Faculty Criteria

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**DEPARTMENT OF PSYCHOLOGY
PROMOTIONAL EVALUATION CONSIDERATIONS AND CRITERIA
FIXED-TERM RESEARCH PROFESSORS**

Heuristic criteria and considerations for evaluations of research professors for promotional decisions by the Department of Psychology at Arizona State University (ASU) are presented in this document. ASU employees may engage in or support research in a variety of capacities and titles. This document addresses departmental promotion criteria, governance, and process as they apply to those with the official title of Assistant Research Professor, Associate Research Professor, or Research Professor. Department bylaws and criteria are intended to build upon and shall not supersede college and university bylaws

Research Professor (assistant, associate, or full): Research faculty members are fixed-term faculty members who are qualified to engage in, be responsible for, or oversee a significant area of research. In the Department of Psychology, an individual appointed as a research professor, as opposed to a research scientist, typically has more experience with research funding, has held a similar position at another university, and/or or has operated with more autonomy on a research project. They can also serve as principal, multiple principal, or co-investigators on grants or contracts administered by the university or take on other appropriate responsibilities. In the Department of Psychology, research professors will hold a Ph.D. and are expected to have collegial and collaborative relationships within the Department of Psychology and to contribute to regional or national professional organizations that focus on research. Research professors are designated fixed-term to convey that they are in non-tenure eligible positions with appointments limited to a specific period of time. Research professors hired or supported by research grants or contracts are not guaranteed space, facilities, or services beyond those approved for currently active grants or contracts. This is a *faculty* title.

According to the Department Bylaws, research professors at any rank are not eligible to vote at faculty meetings. As indicated on p. 4 of the Bylaws, voting is restricted to tenure-track and tenured faculty and principal lecturers, senior lecturers, and lecturers who are employed 50% or more of full-time effort within the Department of Psychology.

A Note on Research Focus

It is expected that for promotion the research of the Assistant or Associate Research Professor will be relevant to at least some of the sub-disciplines of psychology such as clinical, cognitive, developmental, quantitative, and social psychology and will yield high quality publications in “mainstream” psychology journals including journals published by the *American Psychological Association* and the *Association of Psychological Science*. At the same time, we encourage researchers to develop new and interdisciplinary areas of research. When the work of a candidate for promotion has been submitted to “non-mainstream” outlets or journals outside of psychology, the candidate must justify the choice of outlets. Factors that might be included in developing such a justification are a) the journal addresses an interdisciplinary audience, or an otherwise more appropriate audience than mainstream psychology, and

(b) the excellence of the journals in their domains as indicated by rejection rates and impact factors comparable to those of journals published by the *American Psychological Association* and the *Association of Psychological Science*. Ultimately, the research must be of high quality and have an impact on the field.

Promotion for Assistant Research Professors

It is expected that Assistant Research Professors who seek promotion to the rank of Associate Research Professor will have a minimum of five years in rank at ASU. A case for promotion should demonstrate how the candidate has significantly and substantially enhanced the research mission of the unit. For promotion from Assistant to Associate Research Professor, publications and grants prior to joining the Psychology Department at ASU will be considered but they will be given less weight than publications and grants awarded since joining the Department of Psychology at ASU.

Primary Criteria for Promotion from Assistant Research Professor to Associate Research Professor

- a. A record of successful involvement in funding of grants as a co-Investigator on multiple externally-funded grants is required. Serving as a PI (principal investigator) or MPI (multiple principal investigator) is desirable but not required and is less of a factor for psychologists with specialized scientific expertise who play critical roles in multiple grants but who may not be a PI on any.
- b. Published work that constitutes a program of research. This work should include publications in top tier journals with high citation rates and high rejection rates. Some involvement in invited presentations, symposium contributions, and book chapters are also indicators of visibility in the field. Evidence of principal-authored publications is important, although the candidate's full publication record during years in rank at ASU will be considered in the evaluation of scholarly productivity, including co-authored publications.

Both criteria must be met. Because it is often necessary for research faculty investigators to procure or help procure multiple grants simultaneously and sustain multiple grant funding over time in order to maintain full-time salary support, in some cases, a candidate's grant record may be stronger than his/her publication record. A strong grant record can *partially compensate* for a weaker publication record, although there must be clear evidence that the candidate has generated high-quality journal articles from his/her research program that have been published or in-press in prestigious outlets.

In cases where the candidate is on the cusp of meeting the dual criteria, secondary criteria will be considered. Fulfillment of the secondary criteria *will not compensate* for the lack of an established record of research success as evidenced by external grant funding and scholarly publications.

Secondary Criteria for Promotion from Assistant Research Professor to Associate Research Professor

- a. Participating in the extramural scientific community by, for example, accepting *ad hoc* requests to review journal manuscripts, helping to organize an APA division programs for the annual meeting, serving on review committees for external funding agencies, and providing assistance to colleagues on projects on which the candidate is not directly involved.
- b. Engaging in teaching, mentoring and community service. Although research faculty are not required to engage in teaching, mentoring or community service, they often make important contributions to the department and university, for example, by mentoring of post-doctoral, doctoral, and undergraduate students in areas such as research methodology and implementation, statistical methods, and manuscript development.
- c. Establishing effective collegial relationships. Because scientific research and the procurement of grants often require collaborative efforts, evidence of the candidate's ability to facilitate group productivity is important.

In summary, the main questions to be answered when candidates seek promotion from Assistant to Associate Research Professor is whether they have established a clear track record of (a) playing a key role in securing external funding and (b) developing a program of scholarship

Promotion for Associate Research Professors

It is expected that Associate Research Professors who seek promotion to the rank of Research Professor will have a record of sustained and continued excellence since the previous promotion. A case for promotion should demonstrate how the candidate has significantly and substantially enhanced the research mission of the unit. For promotion from Associate Research Professor to Research Professor, consideration will be given to the candidate's track record with respect to scholarly productivity and grants that has been garnered since the initial promotion/appointment as an Associate Research Professor in the Psychology Department at ASU.

Primary Criteria for Promotion from Associate Research Professor to Research Professor

- a. A record of successful funding of grants, as a PI (principal investigator) or MPI (multiple principal investigator) is required. Exceptions may be made for psychologists with specialized scientific expertise who play critical roles in multiple grants but who may not be a PI on any.
- b. Fresh scholarly contributions throughout the period of time as an Associate Research Professor should be evident. Evidence of a level of new productivity and an upward trajectory is required. Candidates for Research Professor need to document how their research program has expanded and must have published in top tier journals with high citation rates and high rejection rates. Especially important are indicators of impact and visibility of one's accumulated contributions such as data from the Science Citation Index (excluding self-citations). Increases in citations

should be clearly evident for work completed prior to and since promotion/appointment to Associate Research Professor.

In addition, activities indicating professional maturity – review articles, books, invited chapters, special journal editions, invited symposia distinguished presentations, special awards, consultation activities, editorial board memberships – are expected to have become increasingly prevalent in a candidate’s record of productivity since promotion/appointment as an Associate Research Professor.

Both criteria must be met. Because it is often necessary for research faculty investigators to procure or help procure multiple grants simultaneously and sustain multiple grant funding over time in order to maintain full-time salary support, in some cases, a candidate’s grant record may be stronger than his/her publication record. A strong grant record can *partially compensate* for a weaker publication record, although there must be clear evidence that the candidate has generated high-quality journal articles from his/her research program that have been published or in-press in prestigious outlets.

In cases where the candidate is on the cusp of meeting the dual criteria, secondary criteria will be considered. Fulfillment of the secondary criteria *will not compensate* for the lack of a substantial impact on psychology as evidenced by external grant funding and scholarly publications

Secondary Criteria for Promotion from Associate Research Professor to Research Professor

- c. Participating in the extramural scientific community by, for example, accepting *ad hoc* requests to review journal manuscripts, helping to organize an APA division programs for the annual meeting, serving on review committees for external funding agencies, and providing assistance to colleagues on projects on which the candidate is not directly involved.
- d. Engaging in teaching, mentoring and community service. Although research faculty are not required to engage in teaching , mentoring or community service, Associate Research Professors may increasingly engage in mentoring activities of post-doctoral, doctoral, and undergraduate students, including participating in Honors, Master’s and Ph.D. committees. A candidate’s teaching, mentoring and service contributions may be considered, for example, by participating in Honors, Master’s and Ph.D. committees.
- e. Establishing effective collegial relationships. Because scientific research and the procurement of grants often require collaborative efforts, evidence of the candidate’s ability to facilitate group productivity is important.

In summary, the main questions to be answered when candidates seek promotion from Associate Research Professor to Research Professor is whether they have a clear track record of (a) securing external funding as a principal investigator or co-principal investigator and (b) sustaining a program of scholarship with an upward trajectory.

Procedure for Promotion of Research Faculty

A three-person committee of faculty members will be formed to evaluate the candidate's credentials for promotion. A tenured faculty member shall serve as the chair of the Committee and the remainder of the Committee shall consist of one tenured faculty member and, if available, one research faculty member holding the rank the candidate is seeking (or a higher rank); if no eligible research faculty member is available, then the third committee member will also be a tenured faculty member. Whenever possible, committee members should be those very familiar with the candidate's work. Ideally, at least one person on the committee should have direct knowledge of the candidate's research/scholarship. This Committee should review the candidate's materials. The Committee chair should ensure that all aspects of the case are thoroughly discussed at a face-to-face meeting. The chair of the Committee should draft a letter summarizing the strengths and weaknesses of the case and should make a recommendation regarding promotion. This letter should include a statement regarding collaborative efforts between the candidate and the Committee members. This letter should be reviewed by the other Committee members and all three Committee members should affix their signature to the letter. The Committee's letter is forwarded to the department chair and becomes part of the official case file.

For information about promotion processes once deliberations move outside the Department, please request an updated copy of the "Process Guide for Promotion of Fixed-Term Faculty" from Psychology Department business-office staff. (For a version effective September 2016, see <https://provost.asu.edu/sites/default/files/page/1562/p6-process-guide-fixed-term-faculty-promotion09292016.pdf>).