

**University of Maine**  
**Department of Modern Languages and Classics**

**Criteria For Tenure and Promotion**

Promotion to the rank of **Associate Professor** requires the following qualifications.

1. The candidate must have a Ph.D. or other recognized doctorate in the field. The candidate also must demonstrate excellence in teaching as evidenced through performance, enthusiasm, University of Maine student evaluations, peer review of teaching, and course syllabi. Coordination of multiple language section courses and administration, and/or teaching Study Abroad courses is an integral part of the teaching mission of the department. Evidence of competent and efficient advising of students is expected.
2. In the area of research and scholarly activity, the candidate for the rank of Associate Professor shows evidence of high quality independent programmatic research and/or creativity as demonstrated by peer-refereed publications, editorships, reviews, creative writing, invited talks, papers delivered, externally funded grants, and other relevant vehicles pertaining to the University language teaching profession, including the areas of literature, pedagogy, translation, linguistics, and cultural or area studies. Quality will be determined by the fact that the work is refereed and the journal is nationally or internationally recognized in the field. The Department expects a minimum of 4 refereed articles or equivalent refereed research activities such as externally funded grants, for promotion at this level.
3. The candidate for promotion demonstrates evidence of public and community service and service to the University.
  - Public service includes a broad range of activities aimed at the general community such as, but not limited to business, educational, and civic organizations. Some examples are:
    - i. Partnerships with K-12 public school teachers in the state of Maine to enhance the teaching and learning of language and culture and to aid in preparing Maine students for success in such state and national initiatives as Maine Learning Results. Such service may involve working with school districts in the area of materials development and methodology, running workshops and institutes for teachers, serving on state and /or local education committees, and giving presentations at local and regional meetings of elementary and secondary teachers.
    - ii. Uncompensated translation and interpretation services for linguistic and cultural communities or persons in the area in the fields of medicine, law and social services, and aid to service organizations. Service to professional organizations and societies, such as the Maine International

Trade Center, historical societies, Chambers of Commerce, museums, art galleries, etc.

iii. Community outreach initiatives and programming in modern and classical languages and cultures. This could entail, for example, working with the diverse communities in Maine, including Franco-American and French Canadian groups, and migrant and immigrant communities for which English is not the primary language.

- Regular institutional service takes many forms, such as memberships on committees from departmental to system levels, task forces, newspaper editorials, and the like. We identify such work as a critical dimension of the faculty member's ongoing development, and an important aspect of our mission as language educators at the University of Maine.

**Post-tenure Review** for the rank of Associate Professor shall consist of promotion criteria for the rank plus progressive work leading to the next level or promotion. The Peer Committee, as per the AFUM contract, will evaluate individuals.

Promotion to the rank of **Full Professor** requires the following:

1. The candidate must have a Ph.D. or other recognized doctorate in the field. The candidate also must demonstrate excellence in teaching as evidenced through performance documented on the University of Maine student evaluation forms, peer reviews, and course syllabi. Activities such as the coordination of multiple language section courses, administration, and/or teaching Study Abroad courses are an integral part of the teaching mission of the department. The candidate must also show evidence of competent and efficient advising of students. The candidate for the rank of Full Professor must demonstrate consistent and continued evidence of excellence in teaching and the ability to stimulate, inspire, and guide students in undergraduate research, capstone projects, and Honors theses. He or she may, as appropriate, direct the research of graduate students working on the Certificate of Advanced Study (CAAS), the Masters of Arts in Liberal Studies (M.A.L.S.), the Master of Arts in Teaching (M.A.T.), the Masters of Arts (M.A.), the Independent Ph.D. (I.Ph.D.), and the Ph.D.

2. In the candidate's research program, there must be evidence of professional reputation and activity that enhances the visibility of the University. The candidate shows continued independent programmatic scholarly research, evidenced in the publication of peer-refereed articles, books, monographs or other scholarly activity and accomplishments. These efforts must be illustrative of a national or international scholarly reputation. Quality will be determined by the fact that the work is peer refereed. The candidate normally will have published a minimum of 10 articles over the span of his/her career in nationally or internationally recognized publications. Books or monographs will have been peer reviewed and published through an appropriate and

reputable press. Grant writing and obtaining extramural funds is an important measure of national or international prominence, as determined by the departmental Peer Committee.

3. A high level of service is expected of the candidate for promotion to Full Professor. In addition to the requirements for public and University service outlined above, he or she is also expected to engage in and show an ability to serve in a policy planning capacity and by assuming responsibility for supervision in carrying out such policy. Participation on the local, regional, or state level in educational initiatives is highly desirable. Additional activities may include, but are not limited to, service on editorial boards of scholarly journals, holding office on executive committees of national organizations and evaluating grants.

In sum, the candidate for promotion to the rank of Full Professor must show excellence, creativity and leadership in teaching, advising students, ongoing and responsive curriculum review, and research. The candidate must have established and maintained a national and/or international reputation as a scholar. A high level of administrative and public service completes the expectations for this rank.

**Post-tenure Review** for the rank of Full Professor shall consist of promotion criteria for the rank. The Peer Committee, as per the AFUM contract, will evaluate individuals.

Revised and approved on 5/26/04 by the Faculty of the Department of Modern Languages and Classics.

Cathleen Bauschatz, Professor of French, Chair of Peer Committee  
Gisela Hoecherl-Alden, Assistant Professor of German  
Kathleen March, Professor of Spanish  
Kristina Passman, Assoc. Prof. of Classical Languages and Literature  
Raymond Pelletier, Associate Professor of French  
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