

**Department of Astronomy Plan of Organization
Bylaws 1A**

Extract from Department of Astronomy Plan of Organization Bylaws 1A

Approved October 8, 2018

III. Faculty ranks of Tenured/Tenure-Track Faculty covered by this document

Assistant Professor: Normal criteria for an initial appointment include a Ph.D. in Astronomy or Physics or a closely related field and publication in refereed journals of several research articles that have had an impact on the research of other scientists in the field. Most importantly, the individual must show the promise of becoming an outstanding researcher and educator, as well as promise for growth to satisfy the requirements for Associate Professor. A modest amount of service in support of departmental needs and the external professional community is expected. Appointment at this rank usually also requires congruence between the individual's area of anticipated future research and the Department's programmatic goals.

Associate Professor: Normal criteria include demonstrated excellence in research, as demonstrated by a firmly established reputation within the candidate's field at the national level together with recognition at the international level. An active publication history in highly-ranked journals, high citation rate, and success in obtaining external funding all contribute to such a record. Educational criteria include excellence in teaching and mentoring as demonstrated, for instance, by high ratings in course evaluations, by successful innovations in the teaching program, and by research students approaching or past completion of their theses. Normally there should be demonstrated excellence in teaching both at the graduate and at the undergraduate level. There should also have been significant service either to the University community or to the external professional community. Appointment to this rank may require congruence between the individual's anticipated area of future research and the Department's programmatic goals. Appointment to this rank confers tenure.

Professor: Normal criteria for appointment or promotion to this rank include an established international reputation for outstanding research, a record of distinguished teaching, and substantial service beyond and within the University. A person to be appointed as or promoted to Professor should have demonstrated qualities of leadership of research in the field and a record of research funding. Promotion to this rank is normally independent of the Department's programmatic goals, but new appointments at this rank may require congruence between an individual's anticipated area of future research and the Department's programmatic goals. This rank carries tenure.

IV. Elements in evaluating candidates for appointment and promotion

Essential criteria for appointment or promotion of professorial faculty fall into three general categories: (1) performance in teaching, advising, and mentoring of students; (2) performance in research, scholarship, creative and/or professional activity; (3) performance of professional service within the university, the profession, or the community. For convenience, the following definitions are abstracted from University Policy II-100(A) in effect in 2017, along with additional considerations that the Department finds important:

1. The fundamental criterion in evaluating research is the impact of the individual's research on the field, i.e., on the importance of the research. This is assessed by a variety of criteria such as the quality of the individual's publications, publication journal reputation, citations to refereed publications, assessment of the impact of the individual's research by external experts in the field, assessment by collaborators of the individual's contributions to collaborative efforts, receipt of invitations to present invited reviews at national and international meetings, and ability to obtain external funding for the research. University policy states that "research of a classified or proprietary nature shall not be considered in weighing an individual's case for appointment or promotion."
2. The individual's teaching is assessed by means of a teaching portfolio. The teaching portfolio contents must comply with College and University requirements, and may include references to other materials submitted in conjunction with the assessment (e.g. APT package sections) to reduce redundancy. It typically includes course syllabi for courses taught since the previous evaluation. The portfolio must include summaries of University student course evaluations and peer teaching evaluations. It may additionally include other information that the candidate or Department feels would be helpful in evaluating educational activities, including input from graduate students, particularly including students advised by the individual, information on the quantity and quality of graduate students who have completed theses under the direction of the individual, and accounts of innovations introduced into the teaching program of the Department.
3. Service is evaluated by contributions to the University and the profession by activities within the University, to its community (the state and citizens of Maryland), and to the professional community both nationally and internationally. The university requires that "Service activity shall not be expected or required of junior faculty to the point that it interferes with the development of their teaching and research."