

Kean University

Tenure and Promotion Guidelines for Professorial Rank Faculty:
Department Expectations for Scholarship, Teaching, and Service
Department of Mathematical Sciences
College of Computer Science Mathematics & Technology

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PURPOSE

To articulate the standards and procedures for promotion and/or tenure for the Department of Mathematical Sciences.

APPLIES TO

Tenure-Track Faculty within the Department of Mathematical Sciences.

CAMPUS

KU and WKU

ORIGINS OF THESE CRITERIA

The Department of Mathematical Sciences was guided in developing these criteria by the policies suggested by the American Mathematical Society and the Mathematical Association of America. The department was further guided by similar criteria developed at sister institutions.

MISSION OF THE DEPARTMENT

The criteria presented within this document are designed to promote the fulfillment of the Department's mission.

The Department of Mathematical Sciences has two main objectives. First, it aims to explore and uncover new knowledge in mathematical sciences. Second, it is committed to providing high-quality education to undergraduate students by training them in emerging interdisciplinary and frontier fields. To achieve these goals, we assess the scholarly achievements of our department's teacher-scholars. These accomplishments are a testament to their scholarly record.

A faculty member's first and most important step is establishing a viable research program in one or more areas of mathematical sciences. This program should lead to publications in peer-reviewed journals. The value of interdisciplinary work within the mathematical sciences or other fields is also recognized.

CONTEXT

The Department of Mathematical Sciences teaches undergraduate majors, minors, non-majors, and provides GE classes: Math 1000, Math 1044, Math 1030, Math 1054, Math, Math 1016, Math 1010. The department offers six options in the B.A. Mathematical Sciences degree, including Mathematics, Statistics, Data Analytics, Actuarial Science, K-12 Mathematics Education, and K-12 Mathematics Education- Dual Certification/Teacher of Students with Disabilities. It should also be noted that the master's degree program is in revision.

Departmental Expectations for Scholarship

The following sections provide the procedures and standards for scholarship in the Department of Mathematical Sciences for tenure-track faculty seeking tenure and/or promotion to the rank of associate or full professor.

Tenure and/or promotion to the rank of associate professor.

In the Department of Mathematical Sciences, the following scholarship expectations to meet University standards apply for the award of tenure and/or promotion to the rank of associate professor:

Candidates should have an active research program in a relevant area of mathematical sciences. They must have published papers in reputable peer-reviewed journals while at the university. Additionally, they are required to demonstrate evidence of promising results along with a clear research plan.

Alternatives

- Conference presentations at regional or national conferences or professional organizations with published peer-reviewed proceedings.
- Publishing books, textbooks, chapters in books, monographs, high-quality preprints, abstracts, and notes in professional publications.
- Applying for and receiving grants, with funded and unfunded external proposals, considered evidence of research effort and productivity.

Rate of Publication

Faculty should maintain a consistent record of scholarly productivity through publications in mathematics, mathematics education, statistics, data science, or related fields. Accepted papers are considered as significant as published papers.

Tenure and/or promotion to the rank of professor.

In the Department of Mathematical Sciences, the following expectations to meet University standards apply for the promotion to the rank of professor:

Faculty members are expected to maintain and deepen their achievements, with evidence showing the growth and impact of their scholarly and professional accomplishments. To ensure the continuation of high-quality scholarly activities, faculty should maintain a consistent record of independent scholarly work after their promotion to associate professor. This sustained pattern of scholarly activity and professional endeavors should be demonstrated through publications in reputable journals, conference proceedings, and other academic contributions.

The Department values interdisciplinary work within the mathematical sciences and other fields. Faculty members are encouraged to engage in collaborative research while clearly stating their contributions in jointly authored publications. When making recommendations, the Promotion and Tenure Committee will evaluate factors such as the publishing venue, project size, and contribution level.

Departmental Expectations for Teaching

In addition to the criteria established in the general university guidelines, in the following sections the procedures and standards for teaching in the Department of Mathematical Sciences are provided for tenure-track faculty seeking tenure and/or promotion to the rank of associate or full professor.

Tenure and/or promotion to the rank of associate professor.

Teaching is a core activity of the university, and all faculty members are expected to achieve excellence in this role. The Department of Mathematical Sciences defines teaching as traditional classroom instruction, laboratory teaching, hybrid/online environments, and non-classroom instruction such as independent studies and supervision of student research projects.

Candidates must demonstrate:

- Teaching effectiveness through student evaluations and peer observations.
- High-quality curriculum design, including course development, modification, and implementation of best teaching practices.
- Effective student assessment and engagement, incorporating innovative assessment methodologies and active learning strategies.
- A commitment to academic mentoring, supporting student research, advising, and graduate school admissions.
- A willingness to develop and refine new courses to align with the department's needs.

Tenure and/or promotion to the rank of professor.

Faculty seeking promotion to the professor rank must exhibit continued teaching excellence beyond the associate professor level. This includes:

- A sustained record of pedagogical innovation and leadership in curriculum development.
- A demonstrated commitment to mentoring students and junior faculty.
- Contributions to the field through published pedagogical research, grant-funded curriculum projects, or leadership in teaching conferences and professional development workshops.

Departmental Expectations for Service

In addition to the criteria established in the general university guidelines, the following sections provide the procedures and standards for service in the Department of Mathematical Sciences for tenure-track faculty seeking tenure and/or promotion to the rank of associate or full professor.

Tenure and/or promotion to the rank of associate professor.

Service is an integral component of faculty responsibilities, contributing to the efficient operation of the department, college, and university. Candidates must demonstrate:

- Participation in departmental, college, and university committees.
- Contributions to departmental initiatives, such as organizing seminars, mentoring students, and representing the department at events.
- Engagement in external professional organizations and activities that enhance the department's academic profile.

Tenure and/or promotion to the rank of professor.

Using the criteria

Faculty seeking promotion to full professor must show evidence of sustained and impactful service contributions, including:

- Leadership roles within the university, such as committee chairs or program coordinators.
- Significant contributions to departmental growth and academic initiatives.

- Engagement with external professional organizations through leadership positions, conference organization, or journal editorial roles.

The Department of Mathematical Sciences values faculty service that contributes to institutional excellence and professional development within the discipline.

DEPARTMENT PROCEDURES

ARTP Ratings for Performance

Using the criteria described above, the candidate's performance in the areas of teaching, scholarship, and service will be rated using the terms "exceeds", "meets", or "needs improvement", defined as follows:

1. "Exceeds" means the candidate exceeds expectations for tenure and/or promotion to this rank.
2. "Meets" means the candidate meets expectations for tenure and/or promotion to this rank.
3. "Needs Improvement" means the candidate falls below expectations for tenure and/or promotion to this rank.

Absent exceptional circumstances, no candidate may be recommended for promotion or tenure without meeting standards in all applicable performance areas, and strong candidates are likely to exceed expectations in one or more categories.

APPROVED BY:

The Department of Mathematical Sciences

APPROVED ON:

February 10, 2025

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Department Expectations for Scholarship, Teaching and Service

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College of Computer Science Mathematics & Technology

The aforementioned disciplinary expectations detailed have been developed reviewed and approved by the departmental faculty, the College Dean, and the Provost.

NOTE: For candidates for reappointment, the disciplinary standards in effect during a faculty member's first year of employment are used for reappointment and tenure decisions. Candidates for promotion use the disciplinary standards in effect in the year in which they apply for promotion.



Department Chair

12/19/2025

Date

College Dean

Date

Provost

Date

Review and Approval:

Effective Date: September 1, 2026

Policy Review Cycle: Years ending in 0 and 5 or as needed

This document may be amended by a two-thirds vote of the department's tenured and tenure-earning faculty. After an amendment, it must be approved by the Offices of the Dean and Provost.

Change History: