II. STANDARDS FOR THE RANKS OF ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, AND PROFESSOR ARE AS FOLLOW:

ASSISTANT PROFESSOR
   a) Promise of continued growth and commitment as a teacher
   b) Promise of commitment to independent and/or collaborative creative activity/scholarly research supported by public performance or publication and evaluated according to criteria set forth in Section I.B
   c) Promise of substantive contributions in the area of service
   d) The appropriate terminal degree for the area of specialty at the time of faculty hire.

ASSOCIATE PROFESSOR
   a) Acknowledged record of success and commitment to classroom teaching, as evidenced by criteria set forth in Section I.A.
   b) Continued commitment to a program of independent and/or collaborative creative activity/scholarly research, supported by substantial performance or publications and evaluated as successful according to the criteria set forth in Section I.B. Record of significant visibility and recognition for creative activity/research that should be sufficient to predict a high level/quality of continued creative activity/scholarly research through the individual’s career. The right accorded evaluation of creative activity/scholarly research should be commensurate with the distribution of time allowed for these activities in the annual assignment. In the area of music, research and/or creative activity may or may not cumulative. Faculty may focus on one or several areas of specialization, as suits the creative needs of the candidate.
   c) Substantive contributions in the area of service

PROFESSOR
   a) Acknowledged record of continued success and commitment to classroom teaching, as evidenced by criteria set forth in Section I.A.
   b) Established record of productive creative activity/scholarly research of significant magnitude within the professional music community, supported by a record of substantial performances or publications. Record of distinctive visibility and recognition for creative activity/research that should be sufficient to predict the
highest level/quality of continued creative activity/scholarly research through the individual’s career. This record shall demonstrate significant additional achievement beyond that demonstrated at the time of promotion to Associate Professor. In the area of music, research and/or creative activity may or may not cumulative. Faculty may focus on one or several areas of specialization, as suits the creative needs of the candidate.

c) Substantive contributions in the area of service which are of a broader and more significant character than those provided at the time of promotion to Associate Professor.
III. Standards Governing Promotion

Progress in rank is based upon a cumulative and potentially variable pattern of accomplishments within the areas of teaching, scholarly research and/or creative activity, and service. The accomplishments should be evaluated based upon their emphasis in the annual assignment. The material below is in addition to that already provided in Sections II.A., II.B., and II.C. All tenured faculty at or above the rank to which the candidate is applying are eligible to vote. Only tenured, full professors are eligible to vote on applications for promotion to full Professor. College guidelines are the primary reference for the tenure and promotion process. The Chair does not vote with the faculty on promotion or tenure but registers his/her position in the letter in which he/she reports the faculty vote, by either agreeing or disagreeing with the faculty vote. College guidelines are the primary reference for the tenure and promotion process.

A. Promotion from Assistant to Associate Professor

1. Sources of Evaluation
   a) Self assessment
   b) Administrative assessment
   c) Annual evaluations
   d) Instructional materials
   e) Minimum of three letters from referees outside of this university. College guidelines must be followed in seeking external references. External reviewers must be Associate or Full Professors from PhD or DMA granting institutions or from nationally recognized four-year colleges or conservatories, or be active artists with national and/or international recognition. Letters from co-authors, collaborators, dissertation advisors, and personal friends are never appropriate.
   f) Internal letters should not be solicited for promotion to Full Professor. However, peer reviews of teaching are acceptable.
   g) Tenure and promotion appraisals (if the candidate chooses) and any response by the candidate.
   h) Department vote.

2. Criteria
   a. Has met criteria for rank of Assistant Professor (See Section II.A.)
   b. Has a clear commitment to teaching, research and/or creative activity, and service as demonstrated by a pattern of excellent annual evaluations, relevant to the assignment as evidenced by successful fulfillment of criteria set forth in Section I.A-C.
   c. Successful response of the Third Year Review.

B. Promotion from Associate Professor to Professor

1. Sources of evaluation
   a. Self assessment
   b. Administrative assessment
   c. Annual evaluations
   d. Instructional materials
   e. Minimum of three letters from referees outside of this university. External reviewers must be full Professors from PhD or DMA granting institutions or from nationally recognized four-year colleges or conservatories, or be nationally recognized artists with national and/or international recognition. Letters from co-
authors, collaborators, dissertation advisors, and personal friends are never appropriate.
f. Internal letters should not be solicited for promotion to Full Professor. However, peer reviews of teaching are acceptable.
g. Tenure and promotion appraisals (if the candidate chooses) and any response by the candidate.
h. Department vote.

2. Criteria
   a. Has met criteria for rank of Associate Professor.
   b. Has demonstrated achievement and distinction since appointment to Associate Professor, as relevant to the assignment and as evidenced by successful fulfillment of criteria set forth in Section I.A-C.
   c. Progress reports towards promotion (similar to third year review, but done every three years until candidate is ready to apply for promotion to Professor.)
   d. Must have been at rank of Associate Professor for minimum of 5 years prior to application for promotion.

IV. STANDARDS GOVERNING TENURE
C. STANDARDS FOR GRANTING OF TENURE UPON HIRING

Collegiality is not a distinct capacity that is assessed independently. Rather, it is a quality whose value is expressed in the successful execution of the three functions of the faculty: instruction, creative activity/research and service. The individual’s productive participation in these activities indicates collegiality. Collegiality should not be confused with sociability or likability. It is a professional, not a personal, criterion relating to the performance of a faculty member’s duties. The candidate’s professional abilities and relationships with colleagues should be compatible with the unit’s mission and long-term goals. The candidate should exhibit an ability and willingness to engage in the shared academic and administrative tasks. The candidate should maintain high standards of professional integrity.

Rarely, tenure may be recommended upon hire. In such cases, the recommendation will be based upon agreement that the candidate has provided strong evidence that she or he has met requirements for rank of Associate Professor of Professor and is likely to continue to perform high quality work at Florida Atlantic University.

1. ACTIVITIES
   Refer to Section A.

2. SOURCES OF EVALUATION
   a. Refer to Sections I and III.
   b. A record of tenure at other universities (where appropriate).

3. CRITERIA
   a. Results of vote, by secret ballot, of the tenured faculty of the department.
   b. Approval by administration.