Promotion in Extension

Presented by:
Ken Martin, Ph.D.
Associate Director, Programs
Department Chair
Objectives

- Better understand the process, expectations, requirements, etc.
- Learn how to integrate documentation into everyday work.
- Identify opportunities for professional growth and collaboration.
The Dossier Review Process & Performance Expectations

• The Department of Extension within the CFAES and OSU organizational structure

• Office of Academic Affair’s role

• Peer Review Committees -
  o Selection process for members
  o Term of Service

• The review process-timeline
Office of Academic Affairs

- Maintains guidelines for faculty promotion and tenure process
- Updates guidelines
- Works with University P&T Committee
- Provost’s decision is next to last step for approval process
- Board of Trustees - final approval
The Peer Review Committee

• Who can serve:
  o Faculty P&T Committee
    ➢ Associate Professors and Professors
  o Special Promotion Committee for Professor
  o A&P Promotion Committee
    ➢ Educator III and IV and non-tenured faculty

• Term of Service is 3 years

• Committee of peers
The Peer Review Process

- A&P review
  - A&P Committee review
  - Assistant Director review
  - 10-day comment period
  - Department Chair review and final decision
  - Appeals go to the Director of Extension
The Peer Review Process

- Faculty review
  - P&T Committee review
  - Department Chair review
    - 10-day comment period
  - College Committee review
  - Dean review
    - 10-day comment period
  - University Committee and Provost review
  - Final approval - Board of Trustees
Basis for the Review

- Review by peers familiar with your work
- Based on your job description and responsibilities
- The committee is a self-governing body
- Important role of the committee -
  - Promote and maintain a high standard for our work as faculty and A&P Educators
Basis for the Decision

• Promotion decisions are not arbitrary
  o Based on performance
  o Performance is documented in the Dossier
  o Expectations and documentation should be based on OSUE guidelines
    ➢ Based on OAA guidelines

• Chair and Dean letters
Promotion

- University concern
  - Associate Professor to Professor

- Administrative Cabinet decision
  - Promotion is an expectation
Moving Forward in Your Faculty Career

This promotion guide for associate professors provides ideas about how to move forward from associate to full professor. The information came from the observations and experiences of faculty, university wide, as well as other experts outside the university. The suggestions presented in this brochure are a collection of ideas to consider as you prepare to move to the next level in your faculty career.

http://womensplace.osu.edu/assets/files/AssocProf-bro_WEB.pdf
Moving Forward in Your Faculty Career

This guide for full professors and TIU chairs/directors provides a wide range of suggestions, gathered from people across campus and experts outside the university, on the issue of supporting promotion to full professor.

http://womensplace.osu.edu/assets/files/TIU_Chair-WEB.pdf
Questions?
Peer Review of Extension Publications

Presented by:
Ken Martin, Ph.D.
Associate Director, Programs
Department Chair
Objectives

• Better understand the process, expectations, requirements, etc.
  o Review procedures are designed to enhance the credibility and research base of publications, protect the individual’s or team’s work and strengthen scholarship credentials.

• Learn how to submit educational materials for review.
  o Plagiarism and copyright infringements must be avoided.
Review of Peer Review Process

Click here to view an Overview of the Peer Review Process