

The University of Texas at El Paso

Department of Music

Guidelines for Tenure and Promotion

Definitions of Department of Music faculty as it relates to their primary area of scholarly/creative activity.

Applied Faculty

Instrumental and Voice faculty hired in the Department of Music for the primary purpose of building and maintaining an applied studio are to be considered applied faculty. Additionally, faculty members hired in the Music Theory/Composition area of the department whose primary mode of scholarly/creative activities is composition, will most closely align with the scholarly/creative expectations of applied faculty.

Conducting Faculty

Faculty hired in the Department of Music for the primary purpose of conducting an ensemble are to be considered conducting faculty.

Academic Faculty

Faculty hired in the Department of Music for the primary purpose of teaching academic courses in the areas of Music Theory, Musicology/Ethnomusicology, and Music Education are to be considered academic faculty.

Many faculty have secondary areas of expertise which may be valuable and produce scholarly/creative activities worthy of consideration in annual reviews. However, for the purposes of tenure and promotion, the main criteria of evaluation will be in a faculty member's primary area of focus. The Department of Music does recognize the importance of multidisciplinary work resulting in scholarly/creative activities and supports those efforts which integrate the faculty member's primary area of expertise with other areas within and beyond the discipline of music.

In all areas of focus in the Department of Music, it is incumbent upon the individual faculty member to provide evidence of impact and value of scholarly/creative work that will enable internal and external reviewers to properly evaluate the faculty member's scholarly/creative output.

Promotion to the rank of Associate Professor with tenure

For promotion to Associate Professor with tenure, the faculty member must have a consistent record of scholarly/creative activities during the probationary period, demonstrating an emerging national reputation in their field.

Associate Professor Standards

1. Teaching, all disciplines

- The faculty member is expected to demonstrate excellence in teaching, as reflected in student achievement, student and mentor faculty teaching evaluations, creative/innovative teaching approaches, significant student performances/publications, as well as review of syllabi and other course materials during annual evaluations.
- The faculty member is expected to be an active contributor to the teaching mission of the department, including such activities as student mentoring, contribution to curriculum development, participation in juries, reviews, hearings, recital/thesis committees as appropriate, and active student recruitment.

2. Service, all disciplines

- In consultation with the area coordinator and department chair, the faculty member is expected to demonstrate consistent service activity during the probationary period, with a focus on service to the department, the university, and the profession.

3. Research and Creative Activities, by area:

1. Applied Faculty

- The applied faculty member is expected to achieve an emerging professional reputation at the national level. This may be reflected in the number and profile of performances, clinics, master classes, adjudications, and guest artist residencies. Consideration should be given to scope of venue, performers/ensemble, performance visibility, and whether juried or by invitation.
- Although applied faculty are generally more involved in performance related activities, appropriate recognition shall be given for unique performance-related publications (translations, program notes, educational materials) and research (pedagogical and musicological, including public presentation of any work in progress). Recognition shall be given to recordings published on recognized commercial labels, any book submission with a recognized publisher, and articles published in trade journals including but not limited to The American String Teacher Association Journal, The Clarinet Journal, The Double Reed Journal, The International Trombone Association Journal, The International Trumpet Guild Journal, The International Tuba Euphonium Association Journal, The Instrumentalist, The NATS Journal, The Strad Magazine, Southwestern Musician, The

American Music Teacher, Piano Magazine, and other equivalent publications.
Recognition shall also be accorded to awards and honors such as prizes and grants.

- Reviews of creative and scholarly works in trade publications will be considered in the faculty member's evaluation and may include both printed and web-based formats. Such factors as the significance of the journal/website and professional impact—based on numbers of citations, distribution, or other means disseminated—will be evaluated during annual evaluations.
- Significance shall be determined for those activities which increase the regional, national and/or international reputation of the faculty member and the Department of Music. Work such as recordings, performances or presentations at major conferences, as well as performances and collaborative efforts internally and externally must be considered.

2. Conducting Faculty

- The conducting faculty member is expected to achieve an emerging professional reputation at the national level. Creative and professional activity for members of the Conducting and Ensemble Area is normally centered on ensemble performance, either as conductor, or as a director preparing an ensemble for collaborative performance. Related activities, such as preparing compositions or arrangements, adjudication and clinics, seminars, workshops, and camps are also part of this work. Though conductors are generally more involved in performance related activities, appropriate recognition shall be given for publications (books, articles, translations, program notes, educational materials, and commercially released CD and DVD recordings) and research (pedagogical and musicological, including public presentation of work in progress).
- Recognition shall also be accorded to awards and honors such as prizes and grants. Participation in professional organizations (offices held or other professional contributions) shall be considered as evidence of positive professional recognition. Other creative and professional activities not previously listed which serve to enhance the reputation of the faculty member should also be given proper recognition.
- In all categories, weight and significance shall be in proportion to the scope of the activity (local, regional, national, and international) and the professional stature of the entity with which the activity is associated. Works such as recordings, performances or presentations at major conferences, as well as collaborative efforts internally and externally must be considered.

3. Academic Faculty

- The academic faculty member is expected to achieve an emerging professional reputation at the national level. It is each faculty member's responsibility to augment and expand the body of knowledge in their field, and to disseminate that knowledge in meaningful ways, primarily through a peer-reviewed process. Evidence of achievement in scholarly, creative, and professional activities for academic faculty may be demonstrated through a variety of means, including but not limited to, the publications of books, book chapters, articles, trade publications, compositions, and presentations at regional, national, and international conferences. The professional activities of each faculty member will be evaluated in terms of quality and quantity, importance, and scholarly significance. While achievement may be demonstrated in a variety of means, the highest value will be placed on recognized scholarly publications including but not limited to books, journal articles, and collaborative scholarship. Presentations at conferences are also highly valued, though these are expected to be a pathway towards future publication. Recognition shall also be accorded to awards and honors such as prizes and grants.

Promotion to the rank of Professor

For promotion to Full Professor, the faculty member will have an established national and international reputation, with the indication of continued growth and contribution at those levels.

Professor Standards

1. Teaching, all disciplines

- The faculty member is expected to take a leadership role in teaching, including mentorship of junior faculty, regular work with graduate students, and curriculum development. In addition, the faculty member will demonstrate continued excellence in teaching, as reflected in student and peer faculty teaching evaluations, and the review of syllabi and other course materials during annual evaluations.

2. Service, all disciplines

- The faculty member is expected to demonstrate substantive contributions in service, which may include committee chairmanships, administrative assignments, performances at university and community functions, and faculty mentorship, among other activities.
- In addition to departmental, college, and university service, the faculty member will be active in service to professional organizations in their profession.

3. Research and Creative Activities, by area

1. Applied Faculty

- The applied faculty member is expected to achieve professional distinction at national and international levels, demonstrating consistent productivity through substantial performances, commissions, master classes, publications, and guest artist residencies, as well as demand as an evaluator (for external tenure/promotion cases), clinician, or adjudicator. What constitutes “substantial” in this context shall be determined in annual evaluations and will take into consideration both qualitative and quantitative measures for each activity (e.g., journal, venue, scope, duration, performance forces, or performer/ensemble).
- Recognition shall also be accorded to awards and honors such as prizes and grants. Participation in professional organizations (offices held or other professional contributions) shall be considered as evidence of positive professional recognition. Other creative and professional activities not previously listed which serve to enhance the reputation of the faculty member should also be given proper recognition.
- In all categories, weight and significance shall be in proportion to the scope of the activity (local, regional, national, and international) and the professional stature of the entity with which the activity is associated. Work such as recordings, appearances at major conferences, as well as collaborative efforts internally and externally must be considered.

2. Conducting Faculty

- The conducting faculty member is expected to achieve professional distinction at national and international levels, demonstrating consistent productivity centered on ensemble performance, either as conductor, or as a director preparing an ensemble for collaborative performance. Related activities, such as preparing compositions or arrangements, adjudication, clinics, guest conducting engagements, seminars, workshops, and camps are also part of this work. Though conductors are generally more involved in performance related activities, appropriate recognition shall be given for publications (books, articles, translations, program notes, educational materials, and commercially released CD and DVD recordings) and research (pedagogical and musicological, including public presentation of work in progress).
- Recognition shall also be accorded to awards and honors such as prizes and grants. Participation in professional organizations (offices held or other professional contributions) shall be considered as evidence of positive professional recognition. Other creative and professional activities not previously listed which serve to enhance the reputation of the faculty member should also be given proper recognition.

- In all these categories, weight and significance shall be in proportion to the scope of the activity (local, regional, national, and international) and the professional stature of the entity with which the activity is associated. Work such as recordings, appearances at major conferences, as well as collaborative efforts internally and externally must be considered.

3. Academic Faculty

- The standard for promotion to Professor for academic faculty is a strong, consistent record of publication, primarily through peer-reviewed publishers, of a national and international scope. Monographs accepted for publication by an academic press (a complete monograph not yet accepted but submitted with the candidate's materials will also be considered), or multiple journal articles or chapters that primarily are peer-reviewed, and evidence of research presentations at professional conferences or invited talks at other universities is expected. In some cases, other scholarly and creative projects (multi-media or digital works) may be accepted. In the case of collaborative works, applied projects, digital humanities, or comparable work, the candidate should specify as precisely as possible the scope of their contribution.
- In all these categories, weight and significance shall be in proportion to the scope of the activity (local, regional, national, and international) and the professional stature of the entity with which the activity is associated.