The committee met at 3:30 p.m. on November 29, 2007 to discuss the proposed guidelines for tenure and promotion. Faculty members Crenshaw, Harp, and Williams were present.

The members reached consensus that faculty members in the department have high teaching and service loads. Acceptable performance in teaching and service is essential for tenure and promotion. Regarding acceptable research and scholarly performance for tenure and promotion to rank of associate professor the following were agreed upon:

1. The faculty member must submit the equivalent of four refereed publications applicable to his/her discipline.
2. In a minimum of two of the four refereed publications, the faculty member must be the primary or secondary contributor (regarding work leading to the publication). All other publications must be the result of work where the faculty member demonstrates significant contribution to the research/publication.
   a. Refereed publications include:
      i. Peer-reviewed journal articles
      ii. Peer-reviewed, full-text proceedings articles
      iii. Scholarly book or book chapter
3. Other acceptable forms of publications and their equivalency to journal articles are described below.
   a. Published abstracts will each count ½ (50%) the value of an article.
   b. Conference presentations (posters or oral) will be the equivalent of one article.
   c. Extension bulletins will be the equivalent of one article.
   d. Cumulative grant funding of $50,000 will be equivalent to one article.
   e. Reviewing a journal manuscript or conference paper will count as 1/5 (20%) the value of an article.
4. The faculty member should demonstrate sufficient grantsmanship to support his or her research agenda.

The members also agreed that the acceptable level for promotion from the rank of associate professor to professor would be the equivalent of six refereed publications (as described above) with at least three having the faculty member as the first or second author.