

UMKC Conservatory of Music and Dance
Guidelines for Post-Tenure Review Standards
Rev. 2/11

1. **Teaching**

- A. Each tenured faculty member is expected to maintain a regular and acceptable level of teaching activity that reflects 40% of one's total professional activity. Teaching is subject to annual review by the Conservatory Promotion and Tenure Committee and the Dean of the Conservatory and these annual reviews may inform post-tenure reviews at five-year intervals.
- B. An acceptable level of instructional activity is defined as:
- A teaching load that is determined by consultation between the faculty member, Dean of the Conservatory and appropriate Division Chair. A somewhat typical scenario could be 3, three-hour classes or 18 applied 1-hour lessons per semester or the equivalent combination of classroom teaching and applied lessons (with the conversion that 2 applied students equals one credit of classroom teaching). Other loads may be negotiated on a case-by-case basis including those parties mentioned above.
 - Consistent course evaluations, documented student success (current and/or alumni), and other formal and informal indicators that reflect quality teaching.

2. **Research/Creative Activity**

- A. Each tenured faculty member is expected to demonstrate continuous quality research/creative achievement (or documented progress toward achievement) that expands one's professional sphere of influence and typically reflects 40% of one's total professional activity. Research and Creative Activity is subject to annual review by the Conservatory Promotion and Tenure Committee and the Dean of the Conservatory, and these annual reviews may inform post-tenure reviews at five-year intervals.

Tenured faculty members must document professional scholarly/creative achievement across five-year periods between post-tenure reviews. This achievement will most often be accomplished in accordance with Conservatory unit guidelines for UMKC Doctoral Faculty status. These include a minimum of *four* items from among criteria listed immediately below (*four different examples from any one category or in any combination of categories will meet this requirement*):

- a. Publication of significant research, which may include the following: Publication of a book or chapter in a book by a recognized publishing house; publication of a research tool, such as a discography, bibliography, or catalogue, by a recognized publishing house; publication, as an editor or co-editor, of a collection of essays or articles, by a recognized publishing house; publication of scholarly research in a refereed journal;

publication of dictionary or encyclopedia articles in a publication issued by a recognized publishing house.

- b. Publication of an edition from manuscript.
- c. Commission or significant public performance of a composition/choreography.
- d. Publication of a composition by an independent publishing firm.
- e. Significant public performance or release of a commercial recording or choreography.
- f. Service as editor of a national journal.
- g. Membership on a nationally prominent editorial board.
- h. Participation as an adjudicator for a national or international competition.
- i. Presentation of three papers or research posters at national meetings.
- j. Presentation of three master classes at prominent locations.
- k. Receipt of substantial internal campus/system grants or external grants.

- B. Satisfactory progress toward scholarly achievement shall be defined as noteworthy and documented progress on research/creative projects that may extend beyond one year and that have a clear benchmark for completion.

3. **Service**

- A. Each tenured faculty member is expected to undertake an appropriate level of service responsibility typically defined as 20% of one's total professional activity. Service is subject to annual review by the Conservatory Promotion and Tenure Committee and the Dean of the Conservatory and these annual reviews may inform post-tenure reviews at five-year intervals.
- B. An "appropriate level" shall be defined as:
 - Routine and integrated activities at the Conservatory, University or system level or external professional organization that demonstrate a positive impact on the quality of life in our academic environment.