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Dance: Appointment, Promotion, and Tenure Documentation

The College at Brockport

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CRITERIA FOR ADVANCEMENT TO
ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR, AND PROFESSOR

DEPARTMENT OF DANCE
SUNY COLLEGE AT BROCKPORT
Approved by the Dance Faculty 12/14/2000

COMPOSITION AND DUTIES OF THE APT COMMITTEE

Term: Two (2) years renewable

Qualifications:

1. Tenured faculty or tenured professional staff with a permanent appointment.
2. The APT Chair must have served at least one term on the APT Committee.
3. Members must remove themselves from the committee when personally involved in a given process, at which point, a substitute is elected by the full-time faculty and professional staff.

Selection Process: Elected by the full-time faculty and professional staff.

The APT COMMITTEE will consist of three (3) faculty members, one (1) graduate student (Department Chair ex-officio member)

The Committee's duties are as follows:

1. The Committee is responsible for faculty, staff and chair reviews and recommendations as determined by faculty guidelines.
2. The committee is responsible for D.S.I. and other award recommendations.
3. The committee is responsible for portfolio consultation for candidates applying for promotion, tenure, D.S.I. and other awards.
4. The committee is responsible for establishing search procedures and making recommendations for faculty and guest artists teaching residencies.

SECTION ONE

DEFINITIONS AND CRITERIA FOR ACHIEVEMENT

(Lists are not in order of importance)

I. Teaching

- A. Teaching shall be considered 50% or more in the overall rating of the candidate.
- B. Mentoring and assigned teaching will be evaluated in the following categories:
 1. Evidence of student success in
 - a. performance
 - video documentation demonstrating technical growth
 - open showings in technique classes with written reports from the chair and one or more members of the APT committee
 - reflective journals of students
 - commissions and invitations that students receive that are directly related to the professor's work
 - student letters and evaluations
 - student performance recognitions and awards
 - effective mentorship of student performances
 - b. choreography
 - adjudicated student work, selected for performance and Brockport, regional or national venues.
 - student awards for choreography
 - open showings in which students demonstrate varied compositional strategies, original solutions to creative problems, and well constructed or crafter work
 - advisement/mentorship of successful student concert work
 - student critiques of student works
 - mentorship of successful thesis choreography
 - c. cognitive studies in dance
 - student papers selected for conference presentation or publication
 - students able to articulate concepts taught in class discussions and in written work
 - peer observation and chairs evaluation
 - papers constructively critiqued
 - effective and ongoing mentorship of thesis work
 - research and concepts utilized productively in dance performances and choreographies
 - d. leadership activities
 2. Written Evaluations at the end of semesters
 - a. standardized forms utilized by the college at large
 - b. department rating forms
 - c. letters and statements from students
 3. Success of alumni who have studied with the candidate
 - a. statements may be solicited by the candidate
 - b. the APT Committee may solicit evaluations from alumni
 4. Evidence of faculty effectiveness in academic advising
 - a. review of advisements folders
 - b. comments from alumni
 - c. advisement survey
 5. Teaching Portfolio submitted by the candidate.
 - a. portfolio may contain the following, plus other relevant materials submitted to support teaching success by the candidate:
 - classroom videos that document teaching process
 - teaching materials prepared by the candidate for use in classes such as: relevant hand-outs, tests, performance criteria the candidate has developed to advise students about their progress in technique and choreography, and syllabi.
 - videos of student performances related to the candidate's teaching.

- student papers written in fulfillment of the requirements of a class that show how the candidate furthers writing skills of students through their commentary.
 - student papers that have been through a process of writing and revision according to the guidance of the candidate.
6. Guest Teaching: Regional, National, International

II. Scholarship

- A. Scholarship is necessary as a basis for promotion, less important than teaching and more important than service.
- B. In the Department of Dance, scholarship may be in the form of research, publication, conference presentations, creative development in choreography and performance, design, and technology applications.
- C. Scholarship may be directly related to teaching and student success, especially when the classroom/studio becomes the laboratory for development of new ideas. Where this relationship exists, the candidate will document this connection.
- D. Scholarship may be oriented toward the development of the field of dance through research in specialized areas.
- E. While the research may not directly address pedagogy or the candidate's teaching assignments, it is recognized that all research and scholarship in dance is organically linked to teaching and student success, since it requires that the candidate stay current in the dance field and contribute to its growth -- both academically and artistically.
- F. Documentation may include reviews, adjudicators' critiques, portfolio of work, articles and other publications about the candidate and/or his/her work.
- G. Recognized areas of research in dance may include, but are not limited to:
1. Creative Works
 - a. This includes choreography, dance design and lighting, costuming, music for dance.
 - b. Local, Regional, National, and International presentation of creative work are all relevant. The following will represent areas for consideration of accomplishment in creative work. These are not in any order of importance. Standards of "emerging national reputation" or Associate Professor and "established national reputation" for Full Professor are expected, as stated here and in the appendix. This gives more weight to those venues which are national but the candidate for Associate and Full Professor must also produce work at Brockport. Our students should benefit from the artistry of the faculty and whenever possible participate in or be informed of faculty involvement off-campus.
 - work that is reviewed by a professional reviewer
 - work reviewed by a respected colleague off campus
 - commentaries from hosts who invite the faculty member
 - solicited commentary from colleagues on and off campus acquainted with the candidate's work
 - creative work for dance companies on or off campus
 - invitations for creative work
 - solo concerts or collaborations
 - creative work or performances for national or international festivals
 - conference presentations: choreographic or performed
 - dance residencies (regional, national, international)
 - serving on an adjudication panel
 - maintaining touring repertory
 - grants for creative activity or performance
 2. Performance
 - a. This could include performance in any dance form or style.
 - b. This can also include performance in the related areas of theater, mixed media, video and music.
 - c. It will include current dance technologies related to the classroom and to theatrical/concert performance.
 - d. Local, Regional, National, and International performances are all considered relevant.

3. Publications and Conference Presentations

Only adjudicated publications of articles accepted by reputable journals in the field will be considered. Books should be adjudicated publications with outside reviewers. Several university presses now publish dance books, but specialized presses who publish in women's studies and on minority issues, for instance, also contribute to the growth of the field and will be counted equally. Articles and books addressed to dance students, both graduate and undergraduate and to the general public are equally encouraged. These should reflect the high academic standards expected at university presses:

 - a. books (should be adjudicated publications with outside reviewers)
 - b. articles (should be adjudicated articles in professional or recognized journals)
 - c. conference Presentations (adjudicated or invited)
 - d. workshop Presentations (adjudicated or invited)
 - e. presentations as a Guest Speaker (invited)
 - f. grant Supported and Funded Presentations
 - g. artwork, recordings, videos, scores, designs, and other professional publications (adjudicated or reviewed)
4. Recognized Areas of Research and Presentation are represented in the following, among others:
 - a. research into Performance and Choreography
 - b. dance History and Historiography
 - c. pedagogy
 - d. dance Ethnology
 - e. dance Aesthetics and Criticism
 - f. dance Theory
 - g. movement Analysis and Notation
 - h. movement Education
 - i. movement Therapy
 - j. dance Science
 - k. dance Somatics
 - l. feminist and Gender Analysis in Dance
 - m. world Dance Forms
 - n. cross-disciplinary Research in the Arts
 - o. cultural Diversity in Dance
 - p. dance Production
 - q. design for Dance
 - r. technology
 - s. music for Dance
5. Research may be quantitative or qualitative in nature, according to the research design and methodology.

- III. Public, University and Professional Service
 - A. Service is necessary for promotion.
 - B. The candidate demonstrates a willingness to serve students, the department, college, university, community, and the dance profession.
 - C. The candidate participates on departmental committees, college-wide committees, and associates with national organizations for dance.
 - D. The candidate provides students regularly with accurate academic advisement and information about college services.
 - E. The candidate is involved in community service activities and in professional service regionally and nationally.

SECTION TWO

PROMOTIONS

PROMOTION TO THE RANK OF ASSISTANT PROFESSOR

The candidate for the rank of assistant professor must possess a terminal degree or demonstrate outstanding professional credentials.

An earned doctorate in dance or an MFA in dance are the terminal degrees.

Outstanding professional credentials will be considered. These will be demonstrated through documented recognition of scholarship in the field.

- I. Teaching:
 - A. The candidate shall demonstrate a knowledge and ability to communicate to students in his/her area of dance.
 - B. The candidate shall possess pedagogical skills and utilize current methodologies and technologies that enhance the learning process.
 - C. The candidate shall provide evidence of success in teaching in the form of syllabi or other appropriate documentation which reflects the use of contemporary sources and appropriate pedagogical methods.
 - D. The candidate shall show evidence of sound methods of student evaluation and participate in departmental assessment.
 - E. The candidate's teaching portfolio should show evidence of quality, not simply quantity.
- II. Scholarship
 - A. The candidate demonstrates a continued involvement in an area of dance scholarship.
 - B. The candidate demonstrates achievement in an area of research and dance scholarship.
 - C. Accomplishment shall be acknowledged through documentation of public performances of creative works, and through publication or conference presentation as defined in SECTION ONE.
 - D. Evaluation of Creative Scholarship:
 1. Evaluation will be based on documentation of choreography and performance. This may come in the form of programs, reviews, letters from peers and students, and video tapes of performances, and solicited evaluations.
 - E. Evaluation of Published Scholarship
 1. Publications and presentations will be evaluated for their contributions of original research to the field of dance, for their use of appropriate methodology, and for currency.
 2. Adjudicated publications and presentations will be considered above those that have not gone through a critical process.
- III. Service
 - A. The candidate meets the criteria for service on the local and regional level as stated in SECTION ONE.
 - B. National involvement is desirable; departmental and university service is required.

PROMOTION TO THE RANK OF ASSOCIATE PROFESSOR

The candidate demonstrates excellence over a period of time at the rank of assistant professor.

The candidate should be strong in all three areas of defined achievement: teaching, scholarship, and service.

Teaching shall be weighted 50% or more in the evaluation.

Scholarship is required, and should show significant growth in either creative or published form since promotion to the assistant professor rank.

Service is required, and should demonstrate quality, but service will not be a basis for promotion.

I. Teaching

- A. The candidate for associate professor demonstrates outstanding teaching as demonstrated through the definitions and criteria set forth in SECTION ONE. Further the candidate should show evidence of the following:
 - 1. steady development and revision of his/her courses in the department.
 - 2. ability to teach a range of courses and adaptability in serving the curricular needs of the department.
 - 3. continued involvement with the creative work of students in their choreography, research projects, concerts, and theses (both written and performed).

II. Scholarship

- A. The candidate is an emerging scholar on a national level through definitions and criteria set forth in SECTION ONE.
- B. Evaluation of creative scholarship: The quality of creative scholarship needs to be established through at least three of the following means -- unsolicited statements and letters, solicited statements from colleagues, peer review, outside review, invitations to perform or choreograph beyond a local level, commissioned works, grants for creative work.
- C. Evaluation of published research and scholarship: The quality of published scholarship shall be determined through criteria set forth in SECTION ONE, and should show an emerging national reputation through adjudicated publications and presentations. Invitations to speak in an area of established expertise shall also be considered. Funded speeches, presentations, and research shall be recognized.
- D. For emerging reputation at the national level see the Appendix: Criteria for Evaluation of National Reputation.
- E. Promotion to the rank of associate professor requires scholarship through either creative avenues or publication and presentation. Candidates may also demonstrate achievement in both forms of scholarship recognized in dance: scholarly and creative.
- F. The candidate's creative scholarship and publication should reflect a knowledge of dance as an art and academic discipline, and should show that the candidate keeps current in his/her subject.
- G. The candidate should show original contributions to the field of dance through their art and through their scholarly publications.

III. Service

- A. Service is necessary for promotion to the rank of associate professor.
- B. The candidate demonstrates quality service to the department and the campus, and is active in national professional organizations for dance and related disciplines.
- C. Leadership in professional organizations for dance on a state and national level will establish quality in this category.
- D. Leadership in committee service in the dance department is required.

PROMOTION TO THE RANK OF PROFESSOR

Promotion to the rank of professor requires demonstrated excellence sustained over a period of time at the rank of associate professor, and proof of a national reputation in the field of dance.

The candidate should demonstrate effective teaching with increased responsibilities for leadership in curricular development in the department.

Teaching effectiveness shall be weighted at least 50%.

Scholarship is necessary, and should show a high level of accomplishment and a national reputation. See Appendix for Criteria for Evaluation of National Reputation.

The candidate should show evidence of leadership in departmental and college service as well as on a national level, but service shall not be considered as a basis for promotion. Service is necessary but not sufficient for promotion to full professor.

The following are examples of appropriate achievement at the institutional level for a candidate seeking the rank of professor.

- I. Teaching
 - A. Active initiation and development of new courses and curricula.
 - B. The development of existing courses, including new methods and resources.
 - C. Guest teaching at other schools or universities
 - D. Advisement of student choreography/performance and graduate thesis work.
 - E. Mentoring graduate thesis work, both creative and written.
 - F. For documentation and evaluation of teaching, see the Appendix on Criteria for Evaluation of National Reputation
- II. Scholarship
 - A. A significant body of choreographic/performance or other creative works according to the candidate's area of teaching and scholarship in the department. National reputation must be documented.
 - B. A significant body of scholarly works and involvement. This shall include adjudicated publication in dance or a related field: books, articles or paper presentations, invited lectures, reviews or published analyses of the works of others.
 - C. For documentation and evaluation of teaching, see the Appendix on Criteria for Evaluation of National Reputation
- III. Service
 - A. Service to the department and the college. Leadership on departmental and college committees. Successful student advisement. Mentoring graduate work.
 - B. Serving as coordinator of undergraduate or graduate programs. Serving as head of the dance department APT committee. Serving in the faculty senate as chair of a committee.
 - C. Serving in dance organization or arts councils at a regional or national level.
 - D. Consultation to or appointments to advisory positions or boards of directors in the field of dance.
 - E. Serving as an officer in a professional dance organization.
 - F. Serving the function of cultural outreach for the college at large through touring and public performances in the upstate community.
 - G. Serving the function of cultural outreach for the college through touring faculty/student dance works, nationally and internationally.
 - H. Leadership in sponsoring artists at Brockport through guest residencies.

EVALUATION OF NATIONAL REPUTATION
IN APPLICATION TO THE RANK OF FULL PROFESSOR

National reputation is acknowledged in dance in three areas:

- I. Teaching
- II. Scholarship
- III. Service

The candidate for full professor should demonstrate by quality and depth of documentation a major influence at the national level in teaching or scholarship (or both) and a significant accomplishment in service. Service, however, shall not be sufficient for promotion to full professor.

Outstanding teaching at the university level is necessary.

Outstanding scholarship recognized at the national level is necessary.

The following are examples of possible activities through which a candidate may establish national reputation.

I. TEACHING

- A. Guest teaching
- B. Consultancies in one's area of expertise
- C. Honors and awards for teaching
- D. Outstanding achievement of students who join dance companies, publish articles, give conference presentation, or become recognized teacher and administrators -- with clearly documented proof of influence of the professor
- E. Invited workshops and lectures
- F. Funded workshops and lectures
- G. Innovative work in developing curriculum which receives attention nationally, or is published in adjudicated journals.
- H. Articles on pedagogy published in adjudicated journals or presented at refereed conferences.
- I. Leadership in the revision or development of curriculum; should be informed about dance curriculum on a national/international level.

II. SCHOLARSHIP

- A. In dance, scholarship is divided into three main areas of emphasis. National reputation need only be established in one area of scholarship, but may be established as a combination in two or all three.
 - 1. Choreographic or other creative work--this may include choreography, direction, set design, lighting design, costume design, musical composition for dance, etc. National reputation in choreographic or other creative work and in performance shall be established through definitions and criteria set forth in SECTION ONE of the original document on promotions and through the following:
 - a. works in recognized public or national theaters beyond Brockport.
 - b. works and performances in theaters on other campuses by invitation.
 - c. grants for choreography or performance or other creative work, and commissioned works.
 - d. reviews of works in city and national media beyond Brockport.
 - e. residencies and guest performances beyond Brockport.
 - f. collaboration with recognized artist beyond Brockport
 - g. honors and Awards for creative work or performance.
 - h. letters and statements from artists, educators, scholars, or dance professional beyond Brockport concerning the candidate's professional reputation.
 - 2. Performance--this shall include any type of dance performance or related arts or media performance.
 - 3. Scholarly works--this shall include any written work about or for dance in any related dance field or discipline. This shall also include adjudicated conference presentations and invited lectures and speeches related to mastery of subject matter. National Reputation in published and presented

scholarship shall be established through the definitions and criteria set forth in the original document pertaining to promotion, and through the following:

- a. publication of books that have gone through review processes at recognized presses, either trade or university.
- b. publication of articles in adjudicated journals
- c. publication of solicited articles
- d. candidate cited in the works of others
- e. presentation of adjudicated or invited conference papers, lectures, or speeches.
- f. invitations to review books or other materials for publishers
- g. appointment to editorial positions or editorial boards at the national level.
- h. grants for research and scholarly activities.
- i. contracts for publication with trade or university presses. These shall not be weighted as fully as published materials.
- j. statements or letters from recognized dance scholars attesting the national reputation of the candidate.
- k. artwork, recordings, videos, scores, designs, and other professional publications

III. SERVICE

- A. Leadership of successful educational programs in dance, noted through local, state, and national influence of the program.
- B. Leadership and initiative in establishing new educational or research programs with state-wide or nation-wide influence
- C. Leadership in establishing and maintaining international exchange programs
- D. Leadership in national organization for dance and/or related fields
- E. Consulting on the state, national or international level
- F. Appointments or election to office on national or international boards or committees
- G. Statements or letters from dance colleagues that establish quality of service on national or international levels.
- H. Leadership awards or honors, or honorary appointments to advisory positions in dance on a national or international level.
- I. Service on boards of directors of nationally recognized dance companies.
- J. Service on accreditation boards and editorial boards at a national level.

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