

CEAE Reappointment Tenure and Promotion Process

September 27, 2021

CEAE is organized in six intellectually diverse groups and a number of cross-cutting areas

- Building Systems Engineering
- Construction Engineering and Management
- Environmental Engineering
- Geotechnical and Geomechanics
- Structural Engineering and Structural Mechanics
- Water Resources Engineering
- Engineering Science
- Civil Engineering Systems
- Materials Science and Engineering
- Engineering for Developing Communities
- Leadership in Water Management

PUEC Selection

- Two members from the personnel committee who have no conflicts of interest are selected to form the PUEC. The members will be selected by the Chair in consultation with the candidate and their mentors
- The PUEC can rely on other faculty from the personnel committee and the department who are familiar with the candidate's research to help assemble the case

University rules prohibit individuals with a conflict of interest from serving on the PUEC. This includes PhD or postdoctoral mentoring relationships, close collaborators (typically indicated by status as co-authors or co-investigators on multiple peer-reviewed publications or grants in the past three years.

Personnel Committee

- The personnel committee consists of all the Associate and Full Professors
- The members of the personnel committee vote on reappointment tenure and promotion cases at our below their ranks

The Process

- The PUEC collects the 'evidence' from the candidate – CV, research, teaching and service statements, which are summarized and presented to the personnel committee
- The PUEC writes a letter describing and summarizing the candidates accomplishments based upon the relevant data collected
- For tenure and promotion cases, the PUEC provides the Chair with a list of 6 ~ 8 names of external letter writers with ~3 names supplied by the candidate.
- The Chair requests external letters from full full professors (~2/3 from the PUEC list and ~1/3 from the candidate) and letters from students

- The dossiers of candidates with the CV, statements and external letters along with student letters, peer evaluation of teaching etc., are made available electronically to the personnel committee.
- The personnel committee discusses the case facilitated by PUEC

The Vote

- The personnel committee members vote via secret ballot
- Members can vote in absentia, which is done electronically
- Abstention votes are not counted as NO votes but with reasoning for abstentions
- The department chair does not vote

Chair's Recommendation

- The department chair writes a letter reflecting the discussion of the committee and report the committee's vote
- The department chair's recommendation can deviate from the committee's vote

Teaching Evaluation

- A portfolio approach is used for evaluation. The portfolio includes
 - FCQs
 - Teaching Quality Framework (TQF) evaluations
 - Sizes of classes taught and the level of difficulty
 - Peer evaluation of teaching
 - Students (graduates and undergraduates)/and postdocs advised and mentored
 - Graduate students/postdoc evaluation letters of teaching and mentoring
 - Engagement of FTEP resources
 - Teaching awards/recognition
 - Publication with students
 - International exchange programs – initiated and conducted
 - Building a diverse STEM talent

Research Evaluation

A combined assessment is made based on the research quality, quantity and funding

- Quality of research and impact
 - Journal papers - Journal quality/impact
 - Books, book chapters and their impact – topical areas and audience
 - Refereed conference papers – conference stature, invited talks
 - Best paper awards at conferences and in journals including those of students
 - Evaluation of research quality by PUEC/colleagues and external referees
 - Research impact over time from usual metrics – citations, H-index etc. consistent with the research area
 - Patents – filed and approved including software
 - Impact of research on professional design and practice and societal improvement
 - High profile national and international awards and recognition

- We recognize all areas of intellectual inquiry reflecting our research diversity, including pedagogy
- Quantity of publications
 - Consistency with the research area
 - Some areas take longer to produce papers
 - Experimental vs theoretical vs modeling
 - Consistency with peers in the research area
- Research Funding
 - Amount and diversity
 - Difficulty in securing funding given the research areas
 - External fellowships for students

Service Evaluation

- Departmental
- College / Campus
- National/International/Professional
 - Paper and grant proposal reviews
 - Organizing conference sessions and conferences
 - Serving on the editorial board of journals