

Criteria for Reappointment

Although the tenure decisions are made after the sixth year, the performance of tenure-track faculty is continuously evaluated at the time of periodic reappointments and sufficient research progress has to be demonstrated at each reappointment.

In its reappointment decisions, the department evaluates the research, teaching, and service contribution the candidate has made to the Department.

The goal of this document is to provide tenure-track faculty with guidance about criteria for such reappointments.

A. Scholarship

In its reappointment decisions, the department evaluates the research contribution the candidate has made to the profession. In this analysis, both the quality and the quantity matter. The objective is to gauge the contribution of the candidate in influencing the body of academic knowledge. To this end, faculty reserve discretion to deviate from the following quantitative guidelines.

All of the candidate's publications (not just those produced while on the tenure clock) are considered, taking into account both the length of the overall period during which the candidate's research output has been produced (typically, starting with the year of the Ph.D. degree) and the productivity while on the current tenure clock.

Please note that these are guidelines, not hard and fast rules. The most important qualitative factors can be summarized as follows:

- Research impact as measured by journal rankings, paper awards, citations, top conference presentations, etc.
- We expect economics candidates to have 3 A level publications or one A+ level publication and 1 A level journal in addition to other lesser ranked journals after their 6-year re-appointment. We expect finance candidates to have 3 A/A+ level publications with at least one A+ level publication in addition to other lesser ranked journals after their 6-year re-appointment. We consider this a necessary but not definitive condition for re-appointment. Consideration is given to publication in other journals that are specializing in the topic of the candidate's research. The list of A+ and A-level journals is attached.
- Excessive reliance on senior coauthors is a negative.
- Excessive number of co-authors per paper is a negative.
- Proven ability to publish single-authored papers is a positive.
- Reliance on publications outside mainstream finance and economics journals is a negative.
- Reliance on publications in field journals in economics that are outside the candidate's field is a negative.

Although there is some variation in the rankings of economics and finance journals produced by various sources, a journal's rank is one of the most important indicators of the quality of the

publication. While typically the journal's rank is the primary indicator of the paper's quality, a paper published in a below-top-tier journal could conceivably be judged by the committee to be a top-tier paper based on other indicators of its quality. Similarly, a paper published in a top-tier journal can be judged by the committee to be below top-tier.

More generally, reappointment decisions are not simply mechanical counting exercises and it is the appropriate committee's prerogative to exercise its academic judgment about whether the candidate's record as a whole justifies the reappointment.

In addition to the research record per se, it is also important to actively participate in the research life of the department, such as the seminars and conferences sponsored by the department. Such participation is helpful in shaping the overall view of the candidate.

B. Teaching

A good teaching record is a necessary part of a successful reappointment case.

That said, it is important to note that, for tenure-track faculty, even exceptional teaching record cannot substitute for a weak scholarly record.

Given the absence of research requirements and that teaching is the primary contribution of the lecturers to the mission of the department, they are expected to have a very strong, and not merely acceptable, record of teaching. The lecturers should be outstanding teachers who raise the level of teaching in the Department.

Teaching is viewed broadly, including curriculum planning, course design, student learning, etc. Evidence of success in these areas will be judged using the following materials.

- Student evaluations.

These are an important component of the faculty teaching records. In the context of the Department of Economics and Finance, the following breakdown of the distribution of the average score for questions on the student evaluation form should be helpful as a rough gauge of the strength of the teaching record of the candidate for reappointment:

Percentile	10 th	25 th	50 th	75 th	90 th
Dept.	3.42	3.81	4.13	4.41	4.58

The percentiles in this table are based on the averages of all evaluations conducted in recent 10 years.

The percentiles for questions 16 and 17 are omitted because a frequent answer to these questions is "not applicable", making it not very suitable for cross-course comparisons.

- Peer reviews.

The PSC-CUNY labor contract requires that at least once during each academic semester, non-tenured faculty members be observed for a full classroom period.

The reviewer should be provided with a full portfolio of the course being reviewed, including a statement of course objectives and learning goals, before visiting a class.

- Course content, delivery, student assessment

Course syllabi, notes, exams, assignments, etc., and the use of relevant technologies can provide a richer portrait of faculty's pedagogy.

Adherence to departmental guidelines on course content, delivery, and grading should be documented.

New course development and other pedagogical innovations, along with the benefits of these innovations and their impact on the student body served by the Department, should be highlighted and documented.

- Versatility

Demonstrated ability to teach well a variety of courses, covering different topics, at different levels (intro vs. advanced), and to different audiences (undergraduate vs. graduate) is an important component of a strong teaching record.

Reappointment decisions are made on the basis of materials in the faculty member's personal file. It is the employee's responsibility to ensure that all information relating to the employee's academic and professional accomplishments is in the personal file.

C. Service

A good service record is a necessary part of a successful reappointment case.

That said, even an exceptional service record cannot compensate for weaknesses in scholarly or teaching record.

Candidates for reappointment are expected to have been involved in the life of their department, their school, the College, and their professional associations.

While service on committees is important, the Department would like to emphasize the importance of faculty engagement in and support of all scholarly and teaching activities of the department, such as, but not limited to, those listed below:

- Departmental seminars
- Departmental recruiting efforts

- Ph.D. program
- Coordination of multi-section courses offered by the Department
- Coaching student teams for competitions
- Student advisement and mentoring
- Student orientation