Promotion from Associate Professor to Full Professor

Overview of the Process and Hints on How to Navigate It

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You started your climb to Full Professor the day you started graduate school…

You were also hired into your position with the expectation that you could make full professor
The actual PROCESS is essentially the same as what you experienced when you were promoted to associate professor:

- Portfolio development and documentation are critical
- Your portfolio will be reviewed by:
  - Your peers outside the University
  - Your department
  - Your college
  - University

The difference is the EXPECTATION.
Promotion to Full Professor
What is expected?

Assistant to Associate Professor
- Should have a solid academic reputation and show promise of further development and productivity in his/her academic career
  - Excellence in scholarship that establishes the individual as a significant contributor to the field or profession with potential for national distinction
  - Effectiveness in areas of position responsibilities
  - Satisfactory institutional service

Associate to Full Professor
- Should be recognized by his/her professional peers within the university as well as nationally and/or internationally for the quality of the contribution to his/her discipline
  - National distinction in scholarship as evident in the candidate’s wide recognition and outstanding contributions to the field or profession
  - Effectiveness in areas of position responsibilities
  - Significant institutional service

- Candidate has made contributions of appropriate magnitude and quality and has a high likelihood of sustained contributions to the field or profession and to the university
- Candidate is expected to have made contributions of appropriate magnitude and quality and demonstrated the ability to sustain contributions to the field or profession and to the university

2015 Faculty Handbook - http://www.provost.iastate.edu/resources/faculty-handbook
So... what does this mean???

- Since your first promotion, you must have shown continued growth in stature and recognition in your primary responsibility area in your PRS.
- Must also be able to show that growth is sustained and is on a positive trajectory.
- Need to show the national/international IMPACT of your work.
So... what does this mean???

- Be able to document your national/international achievements and their impact in your primary responsibility area
- to your department, your college, the University as well as to your peers outside the university
How does one do this????

- Plan… Plan… Plan… Check your plan…

- What do you need to have achieved in your primary area of responsibility (Professional Practice, Teaching, Research or Extension) to show national/international recognition????

- Ideally start planning your promotion to full professor the day you start as an assistant professor

- Being promoted to associate professor should mean that you are on the right course to make full professor

- Take advantage of “check points” in your career to make sure you are on course
  - Promotion to associate professor
  - Annual reviews
How does one do this????

- Don’t be afraid to revise your plan
  - Sometimes course corrections are needed
  - Document your course
    - If it changed, explain why
      - Show how you adapted
      - Demonstrate why the course change was made
How does one do this????

- Make sure your PRS is in line with your plan and your current situation
  - Assess this every year!

- Show how your work has been building and how it will continue to build
  - Constantly monitor the impact of your work on your target audience
How does one do this????

- Communicate your plan
  - With your department chair
  - With mentors or respected colleagues both inside and outside the university

- Ask for feedback from people in your area of responsibility that you respect and trust
When it is time to submit your materials for consideration, make SURE you tell your story well

- Communication is key when you are putting together your materials
  - Tell your story
  - Describe your impact at the national and, if applicable, at the international level
- Document your impact
  - Who is using your work?
  - How are they using your work?
  - What has changed in your area of practice/field of study because of what you have done?

- Communicate your story in a way that all levels of review can appreciate it
Bottom line…

Document and Communicate

- Make a plan
- Document your plan
- Regularly review your plan
  - Particularly in light of your PRS
  - Ask for regular feedback on the status of your plan
- Document your impact!
- Communicate your impact!
- Make sure you tell your story honestly and completely