

Research Portfolio for Mid-Tenure, Tenure and Promotion Considerations

In submitting your materials for mid-tenure, tenure, and promotion, you must include the tenure form, your vita and copies of all your annual evaluations.

Structure: This material should be placed in an one inch binder. If you have published a book, you may also include that. But all other materials should fit into a one inch binder.

1. **Research Philosophy**. A narrative statement that describes your research agenda. This statement should explain the focus of your research efforts and link your major publications to this agenda. Explaining the significance of your research agenda is helpful. This narrative statement should be no more than 3 single spaced pages in 12 point font.
2. **Indicators of Quality** In your list of published essays, you must indicate the acceptance rates of the journals and should discuss the significance of the journal. If appropriate and available, you may indicate the citation index of your articles. For books, you may include reviews of the work. This information may be contained in the copy of your vita that you submit for tenure and mid-tenure consideration.
3. **Copies of Selected Major Research Projects** You should provide copies of your major research projects, including a brief synopsis of funded grants/contracts or those under review. These should include published works or works accepted for publication. In addition you may include items submitted for publication. Please notice that you need not include every published work. Rather, select the items that provide the strongest evidence for a coherent, focused, and active research agenda.