

REVISING PROMOTION & TENURE GUIDELINES

QUICK REFERENCE FOR DEANS & CHANCELLORS

WHY IT MATTERS

All units must review and update P&T guidelines by March 21, 2026 to align with evolving faculty work and institutional values.

THE CHARGE

Goal: Ensure clarity and inclusivity — not to expand requirements, but to recognize the full range of faculty contributions.

Key areas to address:

- Research, scholarship & creative works (including open science)
- Teaching effectiveness (innovative pedagogy, mentoring, student success)
- Service (department to global, including advocacy)
- Interdisciplinary research & collaboration
- Changing funding landscape realities
- Entrepreneurship & innovation
- Community engagement & global partnerships
- Mentoring of students and colleague

WHAT SUCCESSFUL REVISIONS LOOK LIKE

The School of Public Health, recently highlighted at the Promotion and Tenure Criteria workshop hosted by the Office for Academic Personnel & Faculty, broadened its criteria to include community-engaged and educational scholarship grounded in institutional equity values. Meanwhile, the Foster School of Business refined teaching-track expectations through iterative, Faculty Code-aligned revisions.

School of Public Health approach:

- 2-year participatory process with faculty governance
- Expanded "research" to "research & scholarship" (research, educational scholarship, academic practice)
- Created activity tables with examples across ranks
- Added explicit bias mitigation guidance

Foster School of Business approach:

- Continuous improvement model (3 revisions in 6 years)
- Faculty Council-led task forces with specific charges
- 2-3 quarter timeline for focused updates
- Emphasized standards of excellence over bright-line rules
- Full faculty vote for substantial changes
- Dean's office engaged

- Required dedicated staff support for final phases
- Worked collaboratively with the Dean's Office

PROCESS ESSENTIALS

1. Governance first

- Work through faculty elected councils with clear charge statements

2. Be inclusive

- Focus groups and town halls
- Department-level input
- Transparent feedback loops

3. Get expert help

- Faculty Code experts (Secretary of Faculty)
- Office for Academic Personnel & Faculty, Development and Operations support staff
- Peer institution examples

4. Allocate resources

- Dedicated staff support for writing/editing
- FTE consideration for equity-focused work
- Timeline: Start now for March deadline

WHAT TO AVOID

- Vague language ("interesting research," "team player")
- Biased terminology that disadvantages certain groups
- Overly narrow definitions that exclude valid scholarship
- Criteria that don't reflect current funding realities
- Avoid developing guidelines in a prescriptive, top-down manner; instead, aim for an inclusive process that incorporates input from all levels within the unit.

IN SUMMARY

Your P&T guidelines should be specific enough to answer "What do I need to do to get promoted?" yet broad enough to recognize diverse contributions. APF provides workshops, expert consultation, and resources to support your revision process. Workshop facilitators are willing to provide their expertise in support of any unit upon request

Contact & Resources:

- Current [unit promotion and tenure criteria](#)
- Submit updates to: vpap@uw.edu
- Faculty Code sections: [24-32](#), [24-34](#), [24-57C](#) | [Executive Order 45](#)