

**ME Department RP Guidelines (Research Faculty)**

**Department of Mechanical Engineering  
of the University of Vermont  
Reappointment and Promotion (RP) Guidelines  
for Research Faculty**

**Approved by ME faculty on Tuesday, December 05, 2017**

## **ME Department RP Guidelines (Research Faculty)**

**the RP meeting for that candidate. Once the dossier is ready for review, all faculty members in the Department, tenured and untenured (including tenure track/tenured faculty, research faculty, lecturers, and senior lecturers) will be invited to review the dossier and share their assessments and recommendations concerning the candidate at the RP committee meeting called by the Department Chair at least one (1) week before the submission deadline to the Dean's Office. The RPT Chairperson will record all of the comments and an anonymous tally of the faculty vote regarding whether or not the candidate should be reappointed or promoted prior to the adjournment of the meeting.**

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**expertise of the candidate Professional publications include authorship of books and articles in refereed journals, books, and book chapters. Other evidence of scholarly activities may include peer reviewed conference proceedings. Websites, blogs are not equivalent to publications**

**Patents and Disclosures – successful translation of research products into commercial or public applications is evidence of innovative research, although it is not expected that all research programs will yield patentable discoveries**

**Acquisition of or participation in competitive grants and research work**

**Presentations at scientific meetings, invitations to present seminars at other universities or within UVM**

**Any research awards or other special recognition of scholarship**

**Service as a reviewer for research manuscripts and extramural research grants, and participation and service in professional societies**

### **4 Guidelines for Promotion**

**Promotion to Research Associate Professor requires demonstration of independent research as though the acquisition of competitive extramural funding (Principal or Co Principal Investigator) and authorship of peer reviewed research publications. Scholarly productivity is the predominant performance criterion to be assessed. National reputation is expected and can be demonstrated by external letters of evaluation from recognized scholars in the field of research of the candidate. The external reviews must meet the criteria for external reviews for Tenure Track RPT cases. Other means of assessment of the candidate reputation may include organization of workshops and symposia gathering the leading experts in the candidate's field of research, invitation to give scientific presentations in seminar series outside of UVM and national and international conferences**

**Promotion to Research Professor may be requested after six years of employment as Associate Professor and requires demonstration of sustained ability to acquire competitive extramural funding and of sustained scholarly excellence at the national and/or international levels in the form of refereed publications, invited research presentations and active involvement in the discipline. As for promotion to Associate Professor, the reputation of the candidate can be demonstrated by external letters of evaluation**