



Summary Guide for TENURE UPON HIRE

Faculty candidates who are nominated for Tenure Upon Hire shall be officially notified they are under consideration. Candidates shall immediately endeavor to construct an evaluation file that is consistent with the applicable requirements in the [Faculty Evaluation Procedures \(MOA 2015\)](#). If the candidate is approved for Tenure Upon Hire, the Board will approve the appointment of the faculty member for September 1 and the tenure will be effective September 15 of the following academic year.

File Construction and Evaluation Process:

- 1) Thoroughly read the locally-negotiated agreements: [Faculty Evaluation Policy \(2016\)](#) which outlines standards of excellence for faculty performance, and the [Faculty Evaluation Procedures \(MOA 2015\)](#) which outlines procedures for evaluating faculty performance and promotion.
- 2) Thoroughly read the [Memorandum of Agreement Tenure Upon Hire at Stockton University](#).
- 3) Prepare a written narrative statement:
 - a. Summarizing prior teaching, research/creative activity, and service.
 - b. Elaborating how your future professional career goals align with the Stockton mission and identity.
 - c. Explaining how you meet Stockton's standards in teaching, research/creative activity, and services (appendices can accompany the narrative statement).
 - d. Discuss your projected contributions to Stockton in the areas of teaching, research/creative activity, and service.
- 4) All contents of the file should be available in electronic format for evaluation by all evaluators.
- 5) Since you have already received tenure at another accredited institution, you may opt to also include the following in your file:
 - a. Copies of parts of the written evaluation file from your most recent tenure or promotion decision, supplemented with addenda (such as examples of new research and teaching evaluations) that update that file.

DISCLAIMER: *This document provides a summary of information contained within the locally-negotiated [Memorandum of Agreement \(MOA\) Faculty Evaluation Procedures \(2015\)](#) and [Faculty Evaluation Policy \(2016\)](#). As such, it serves only as a resource from the Center for Teaching and Learning Design, and all faculty members have full responsibility for thoroughly reading and understanding the official terms. In addition, it is the responsibility of the employee to clearly understand the expectations of University, School, and Program Standards as it pertains to your position for potential tenure and/or promotion.*