



2023-2024 Faculty Continuation Supplemental Guidelines

The following guidelines have been established by the College of Arts & Sciences for faculty going up for continuation during the 2023-2024 academic year. These guidelines are intended to be an expansion of the guides and trainings by the Provost's Office – www.tamuk.edu/academicaffairs/promotion-tenure.html

Continuation Portfolio

Faculty Information Page

- Type of Review – Please enter ONE of the following:
 - 1st Year Continuation
 - 2nd Year Continuation
 - 3rd Year Continuation
 - 5th Year Continuation
- Faculty are requested to ADD a section entitled **Promotion & Tenure Standards**. In this new section, faculty will add the Promotion and Tenure standards for their department/division.

Annual Report: Teaching Performance Page

- On this page, faculty will upload a narrative of teaching performance for the review period.

Annual Report: Research & Scholarly Activities Page

- On this page, faculty will upload a narrative of research & scholarly activities for the review period.

Annual Report: Professional Growth & Activities Page

- On this page, faculty will upload a narrative of professional growth activities for the review period.

Annual Report: Service Page

- On this page, faculty will upload a narrative of service activities for the review period.

Appendix: Teaching Performance/Appendix: Research & Scholarly Activities/Appendix: Professional Growth & Activities/Appendix: Service

- Faculty are to upload materials which support the activities summarized on the above pages.

Faculty are requested to not add or delete any pages or sections other than those specified in the above guidelines. For questions or clarification, please contact the following:

- Department Chair
- Elisa M. Guerra
- Associate Dean