

**Von Allmen School of Accountancy**  
**Evidences for the Evaluation of Faculty in Cases of Promotion & Tenure**  
**Updated January 30, 2025**

This document provides guidance on evidences considered by the Von Allmen School of Accountancy used in evaluating faculty when making recommendations for promotion and tenure. These follow University of Kentucky regulations, specifically section AR 2:1-1 and 2:1-2 (all appointments), section AR 2:1-2 and AR 2:2-2 (Regular Title Series), section AR 2:4 (Special Title Series), section AR 2:6 (Clinical Title Series), and section AR 2:9 (Lecturer Series).

General guidelines of evidences to be used by the Von Allmen School of Accountancy in evaluations of faculty for appointment, reappointment, promotion, and the granting of tenure:

The portfolio of evidence used in the evaluation process has common characteristics but should also allow for individual evidence of excellence in research, instruction, and service to be assessed. Diverse areas of excellence, as well as common components, should be considered. Evaluation of a faculty employee's performance in each area of activity should be commensurate with his or her approved distribution of effort agreement.

**Promotion to Associate Professor and/or the Awarding of Tenure (Regular/Special Title Series):**

1) Research and Other Creative Activity.

An external reputation for excellence on a regional or national level is largely determined by outside letters from noted scholars. Internal evaluations are based on publications in refereed journals in the individual's area, to include journals outside of accounting, but within the individual's methodological domain. "Publications...should be evaluated, not merely enumerated." Other factors that should be considered are invited presentations, regional or national awards, invitations to conferences, presentation at conferences or participation as a discussant. Serving as a journal reviewer, editorial board member, or editor also demonstrates evidence of a national reputation. Obtaining external research grant funding is uncommon in accountancy, but would certainly be viewed positively.

2) Teaching, Advising, and Other Instructional Activities

Evidences listed in AR 2:2-1 include: "(a) reports by colleagues qualified in the field; (b) evaluations by students and, if available, graduates; and (c) when appropriate, the subsequent accomplishments of graduates whose major work has been supervised by the individual under consideration." Other evidence may include teaching awards, letters from graduates, and student performance on professional exams in the individual's area. Obtaining external teaching grant funding also indicates teaching proficiency. Continuous improvement might be demonstrated by improving student evaluations, use of innovative instructional methods, and staying current in the individual's area. Colleagues' letters ultimately determine measurement of continuous improvement. Consideration should be given to amount of teaching: course load (number of courses taught per year), course level (undergraduate, masters or doctorate), number of students, and number of different courses taught. Many of the evidences are expected to be captured in the candidate's teaching portfolio.

Academic advising is normally not a priority for assistant professors; however, participation on doctoral advisory committees and other doctoral program activities should be considered positively.

### 3) Professional, University and Public Service

Scholarly service at the assistant professor level will be evidenced by participation in assigned committees, attendance at Von Allmen School, Gatton College, and University functions, workshops, brown bags as well as attending national and section accounting conferences.

### **Promotion to Professor (Regular/Special Title Series):**

#### 1) Research and Other Creative Activity

Excellence is determined by publication in refereed journals, national awards, and appointment as editor or membership on editorial boards of leading journals. The influence of one's research is also considered, by referring to citations, participation on panels, authoring monographs or scholarly books. Primary evidence; however, consists of letters from scholars at leading universities. Other evidence includes presentation at national, sectional, or other prestigious conferences, attainment of major awards, invited presentations at similar or more prestigious institutions, invitation to serve on editorial boards, to review manuscripts for leading journals, to review grant applications for national funding agencies, and to evaluate candidates from other institutions for promotion and/or tenure.

#### 2) Teaching, Advising, and Other Instructional Activities

Evidences in AR 2:2-1 include: "(a) reports by colleagues qualified in the field; (b) evaluations by students and, if available, graduates; and (c) when appropriate, the subsequent accomplishments of graduates whose major work has been supervised by the individual under consideration." In addition to formal student evaluations, these may include teaching awards or grants, letters from graduates, and student performance on professional exams in the individual's area. Excellence might be measured by teaching awards or grants, use of innovative instructional methods, textbook authorship. Colleagues' letters ultimately determine measurement of excellence. Mentoring and advising doctoral students is critical to the success of the Von Allmen School and is essential for promotion to professor. Accordingly, evidence of these activities include serving as a dissertation chairperson or research advisor, coauthoring with doctoral students, serving on dissertation committees, as well as contributions to the general research environment through participation at workshops, brown bags, and other graduate student research events.

#### 3) Professional, University and Public Service

Evidence of a candidate's contribution to service across a broad spectrum of potential activities includes, but is not limited to, the following areas:

Service to the Von Allmen School: Leadership in performance on committees; cooperation with colleagues on research projects and teaching assignments; attendance and participation in workshops, faculty meetings, and other functions sponsored by the Von Allmen School; mentoring of graduate students and junior faculty.

Service to the University and the State: Performance on committees of the Gatton College and the University of Kentucky; administrative responsibilities and functions; and special projects for the University and state government agencies.

Service to the Academic Community: Leadership roles in the administration of academic and professional organizations; including AAA committees

### **Promotion to Senior Lecturer (Lecturer Title Series)**

Criteria and procedures for appointment, reappointment, and nonrenewal of appointment, terminal appoint, promotion, and faculty merit performance review at the lecturer or senior lecturer rank will be consistent with the criteria and procedures employed for tenured and tenure-eligible faculty. Since lecturer and senior lecturer appointments rarely include research, the criteria and procedures will primarily focus on teaching and service. A Lecturer Series faculty employee may be considered for promotion (without tenure) from the rank of Lecturer to the rank of Senior Lecturer at any time after five (5) years of continuous full-time service.

The portfolio of evidence used in the evaluation process has common characteristics but should also allow for individual evidence of excellence in research, instruction, and service to be assessed. Diverse areas of excellence, as well as common components, should be considered. Consistent with the evidences employed in evaluating tenured and tenure-eligible faculty, the appropriate evidences include (but are not limited to):

- Innovative teaching methods
- Employment of higher learning approaches and activities
- Student evaluations
- Recognitions from students and graduates
- Continued record of active involvement in the lecturer's academic area
- Student advising
- Faculty advisor to student organizations
- School and College committees
- Attendance at School and College functions
- Attendance at professional functions
- Professional involvement and activities outside the university

### **Promotion to Clinical Assistant Professor (Clinical Title Series)**

Criteria and procedures for appointment, reappointment, and nonrenewal of appointment, terminal appoint, promotion, and faculty merit performance review at ranks within the clinical title series will be consistent with the criteria and procedures employed for tenured and tenure-eligible faculty.

The School of Accountancy anticipates that most initial appointments in the Clinical Title Series would be at the Clinical Assistant Professor Level, provided the candidate holds a terminal degree in accounting or a closely-related field, demonstrates clinical competence (i.e., practical experience), holds a license to practice (e.g., CPA or CMA), demonstrates significant professional growth in instruction and experiential learning, and provides evidence of professional recognition at least at the local level.

In the event an initial appointment meets most of the above criteria with the exception of demonstrated professional growth in instruction and/or evidence of professional recognition, an initial appointment at the rank of Clinical Instructor may be made. In this case, a promotion to Clinical Assistant Professor may be considered once the candidate attains the remainder.

An active research agenda is not required for appointment or renewal at the rank of Clinical Assistant Professor.

### **Promotion to Clinical Associate Professor (Clinical Title Series)**

To qualify for promotion to the rank of Clinical Associate Professor, the candidate must have continued evidences as described above plus are expected to have made **substantial contributions to practice and student development through instruction, research, and/or service**. The portfolio of evidence used in the evaluation process has common characteristics but should also allow for individual evidence of excellence in research, instruction, and service to be assessed. Diverse areas of excellence, as well as common components, should be considered. Consistent with the evidences employed in evaluating tenured and tenure-eligible faculty, the appropriate evidences include (but are not limited to):

- Publishing research relevant to accounting practice and education in peer reviewed journals
- Publishing teaching cases in peer reviewed journals
- Innovative teaching methods that incorporate experiential learning activities
- Post-graduate alumni evaluations and graduate outcomes
- Recognitions from students and graduates
- Regional recognition in the accounting profession
- Leadership on School and College committees
- Development or introduction of new/innovative strategies for professional education
- Recognition for exceptional/excellent performance (e.g., internal or external awards)
- Invitations to teach or guest lecture outside of UK
- Successful development of and/or administration of programming
- Substantial participation in community service related to professional expertise and mission of the University
- Service on statewide committees/boards

### **Promotion to Clinical Professor (Clinical Title Series)**

To qualify for promotion to the rank of Clinical Professor, the candidate must have continued evidences as described above plus be regarded as an outstanding practitioner and have been accorded regional, and perhaps national, recognition. Beyond that, **excellence in all areas of emphasis must have been achieved and appropriately documented**.

Consistent with the evidences employed in evaluating tenured and tenure-eligible faculty, the appropriate evidences include (but are not limited to):

- History of performance reviews documenting outstanding status
- Nomination for and/or receipt of awards and honors
- Leadership roles in developing new/innovative college programs demonstrating successful student outcomes
- Opinions of outside professional peers
- National and/or international recognition as an outstanding practitioner
- Invitations to teach or guest lecture nationally or internationally
- Service on professional boards/committees of national/international organizations
- Serving on editorial boards or as an editor at practice-oriented and/or teaching-oriented journals in accounting or related disciplines