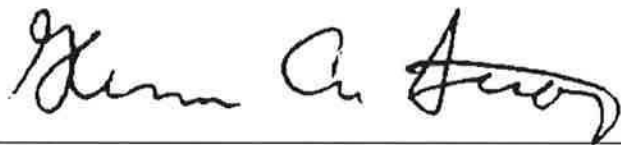




Department of English
The College of New Jersey
Disciplinary Standards for Reappointment, Tenure, and Promotion in English

The attached disciplinary standards have been reviewed and approved by the Committee on Faculty Affairs, the Council of Deans, and the Provost.

To avoid creating a moving target for candidates for reappointment, the disciplinary standards in effect by the end of a faculty member's first year of employment will be used for reappointment and tenure applications in Years 1–5. Candidates for Promotion will use the Disciplinary Standards in effect in the year in which they apply for promotion.

 _____	9/16/2021 _____
Department Chair	Date
 _____	9/17/2021 _____
Dean	Date
 _____	12/5/2022 _____
Provost	Date

The English Department will next review its disciplinary standards in Academic Year 2026-2027.

Disciplinary Standards for Scholarship in English

Department of English

The College of New Jersey

Approved by the English Department on April 13, 2022

A. Alignment with Key Institutional Documents and Values

In outlining our Disciplinary Standards for scholarship with regard to tenure and promotion we note the following:

The Department's Disciplinary Standards are consistent with the Mission of the College and that of the School of Humanities and Social Sciences. Although our Department houses a thriving Master of Arts program, we recognize that the College is primarily an undergraduate institution. We expect our faculty members to be accomplished and engaged teacher-scholars and our students to be accomplished and engaged learners. The Department's Disciplinary Standards are consistent with the criteria set forth in the Promotions and Reappointment Document of 2019.

B. Categories of Acceptable Scholarly Work

Scholarship—the discovery, exchange, interpretation, and presentation of information about language and literature—is basic to the professional practice of English. Scholarship depends on the open dissemination of such information via many different channels of communication: books, articles, conferences, classrooms, and many other ways.

1. Range of tangible scholarly outcomes

Books: Monographs, textbooks, translations, scholarly editions of literary texts, and scholarly/creative hybrid works are all valued, whether published by an academic press that practices peer-review, or by a trade press nationally recognized for its scholarly publications.

Articles: Published articles in peer-reviewed journals (or the equivalent, such as a peer-reviewed essay in an edited volume published by an academic/professional press, peer-reviewed conference proceedings, or short form scholarly/creative hybrid work) are one of the most important forms of literary, linguistic, and pedagogical scholarship. The average length of a peer-reviewed article varies widely in literary studies, language studies, pedagogy, bibliography, and other areas of English studies.

Other published forms: English studies scholars also can engage in additional forms of traditional publishing and emerging publication. For example, they may edit anthologies of literary texts, or collections of scholarly articles, or they may spearhead or contribute

to large-scale digital humanities projects, or engage in public-facing scholarship in nationally recognized venues with broad readership.

Scholarly presentations: These may take various forms, including papers delivered at peer-reviewed or peer-selected conferences (taking place at the regional, national, or international level), invited presentations, and guest lectures. Unless TCNJ is hosting a regional, national, or international conference, we expect that these presentations and lectures will take place at other institutions. Peer-reviewed and invited scholarly presentations help to demonstrate the candidate's influence and visibility in the discipline.

Grants: External grants to support scholarship in English studies are rare, and not something that can be expected of a candidate for tenure or promotion. A successful external grant for scholarship is noteworthy evidence of sustained achievement.

2. Range of modes of scholarship

The Department recognizes a range of modes of scholarship such as the scholarship of discovery, integration, application, and pedagogy, as well as artistic expression. Publications of translations, critical editions, and textbooks are recognized within these modes of scholarship.

3. Authorship

The Department recognizes different kinds of authorship and editorship patterns (e.g., single author/editor vs. multiple authors/editors) in scholarly projects, and that collaborative projects yield meaningful outcomes for both the scholars and the institution.

Candidates must describe fully the nature and the process of their collaboration in their materials. The Department recognizes both larger- and smaller-scaled projects in accordance with the scenarios delineated above. While engaging students in a candidate's scholarly work is not required to attain tenure and promotion, as indicated above, the Department recognizes student engagement in a candidate's scholarly work as one possible indicator of maturation in scholarship.

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4. Flexibility in support of diverse paths in scholarship

The Department recognizes that there are diverse routes to successful outcomes in a professor's scholarly work. Individual scholars can pursue any critical method they deem appropriate. In accordance with the Association of Departments of English (ADE), we believe that individual faculty members "should be allowed and even encouraged to shift the emphasis of their activities over the course of their careers" because we "recognize the value to the individual and to the institution of changes in the focus of a faculty member's work" and "the value of having a diverse faculty practicing a range of scholarly activities." The Department recognizes that scholarly interests may evolve and develop over the course of a faculty member's career. Candidates have significant latitude in pursuing new lines of research within their broader disciplinary field.

5. Recognition of discipline-specific challenges

The department recognizes that the timeline for scholarly publication depends on a number of factors outside the control of the individual scholar, including but not limited to the turn-around time for peer reviewers and the publication schedule of the venue. Since much scholarship may be published years after its composition, scholarship accepted unconditionally and scheduled for publication will be counted toward reappointment, tenure, and promotion. Assistant Professors are encouraged to undertake ambitious projects, but should also ensure their program of scholarship will result in multiple publications until they receive tenure and promotion.

6. Flexibility in support of emerging venues and genres

The department recognizes that new venues for scholarship and genres of scholarship, especially in the digital humanities, are emerging and that the number of opportunities for publication in university presses is beginning to decline. As a result, the department recognizes that we will need to be mindful that new venues, such as library publication of digital archives and publication in well-respected commercial presses, will be appropriate for members of the department in specific subfields or at different times of their careers. Candidates should consult with the PRC if they undertake new projects appropriate for new venues or in genres.

7. Interdisciplinary work

The Department recognizes interdisciplinary work as the scholarship of integration – the creation of new knowledge by synthesizing and making connections across disciplines or sub-disciplines – and values such work. English is by nature an interdisciplinary department, and includes faculty whose scholarship is by nature interdisciplinary (such as English education, linguistics, cultural studies and hybrid work between disciplines such as creative writing/scholarship or linguistics/education), as well as faculty with joint appointments. When there is a formal joint appointment, the two host departments work together to assess interdisciplinary work. If a candidate is hired to teach creative writing as well as literature and language scholarship, a hybrid standard will be developed in consultation with the PRC. If a tenured candidate hired in one area wishes to apply for

promotion using a hybrid standard, the candidate should consult with the PRC at least a year prior to the promotion application.

C. Criteria for Evaluating Different Types of Scholarly Work

For both tenure and promotion (at either level) the Department expects that candidates exhibit excellence in producing a sustained and respected body of scholarly work.

1. Articulation of scope, quality, and importance

Evaluating books. *Scope:* Books should be published by nationally and internationally recognized publishers. *Quality:* Books are evaluated based on the national and international reputation of the press, the press's visibility, and the influence of that press on the discipline. *Importance:* The importance of a book is based on factors such as book reviews, number of citations, press run, awards, nominations, prizes, or classroom adoptions.

Journal articles. *Scope:* The Department expects publication in nationally or internationally recognized venues such as scholarly journals affiliated with professional organizations and academic presses. *Quality:* Journals can be evaluated by their acceptance rates, circulation, indexing, peer review, and impact factor (although many journals in the field do not calculate impact factor). In comparison with many other fields, many journals in literature tend to have low acceptance rates and significant time lags for acceptance or rejection. We recognize, however, that an emerging publication venue or a journal in a smaller subfield may very well have higher acceptance rates. *Importance:* The importance of an article is based on factors such as requests to reprint (e.g., in an anthology), number of citations in other publications, and awards, nominations, and prizes, which are indicative of a work's influence in the field.

Other forms of publication. *Scope:* All publications and digital humanities projects should be published or disseminated in venues of national or international reputation. *Quality:* Books such as anthologies of literary texts or collections of scholarly articles are evaluated based on the national and international reputation of the press, the press's visibility, and the influence of that press on the discipline. Public-facing scholarship (which may include both books and articles) is evaluated based on the national and international reputation of the venue, the venue's visibility, and the influence of that venue on the discipline and cultural conversation. Digital humanities projects are evaluated based on evidence such as the national and international reputation of the project itself and/or the hosting institution, the visibility of the project and/or hosting institution, and the influence of the project and/or hosting institution on the discipline. *Importance:* The importance of the above projects is determined by such factors as reviews, number of citations, reprint requests, press run, classroom adoption, awards, nominations, and prizes, or individual users for a digital humanities project.

Conference presentations, invited presentations, and grants. Though they cannot be considered on the same level as books, journal articles, or digital humanities projects, the

Department also values and takes into account invited readings and lectures, conference presentations, grant applications, and other forms of scholarly output related to the candidate's writing projects or academic interests. The Department sees these scholarly outputs as helpful in establishing a scholar's impact and reputation. (See "Productivity Expected.")

2. Productivity Expected: Minimum Scholarship Expectations for Reappointment, Tenure, and Promotion

Since candidates for tenure and promotion may demonstrate excellence in a number of ways, we illustrate how they may do so below by means of scenarios. The aim of these scenarios is to indicate possible and non-exclusive ways in which candidates might satisfy Department *minimum* expectations for scholarship or scholarly/creative hybrid work. We expect candidates, whether or not they began their scholarly career at TCNJ, to pursue an active program of scholarly work, and that their productivity while at TCNJ be commensurate with the expectations for tenure and promotion outlined below. Prior to the tenure decision, candidates will meet annually with the Department Promotion and Reappointment Committee for progress reviews. Candidates may be promoted ahead of the typical schedule laid out in the College's Promotion and Reappointment Document if, in a way consistent with their contracts, they have satisfied promotion criteria ahead of this typical schedule.

Categories for Reappointment, Tenure, and Promotion

Category One: Significant book-length scholarly contributions (peer-reviewed or editorial board reviewed). These are not ranked in order of preference.

1. Monograph or equivalent scholarly book, published by an internationally or nationally recognized academic or trade press known for its scholarly publications, of which the candidate is author or major coauthor.
2. Edition or translation of a literary text, published by an internationally or nationally recognized academic or trade press known for its scholarly publications.
3. For promotion to full professor only, textbook published by an internationally or nationally recognized academic or trade press known for its scholarly publications, whether in print or digital.
4. Lead author/designer of a major digital humanities project, such as but not limited to an online edition.
5. Book-length work of scholarship that may use experimental or hybrid modes of composition, such as autobiography, memoir, autoethnography, or other forms.

Category Two: Significant scholarly contributions (peer-reviewed or editorial board reviewed). These are not ranked in order of preference.

1. Peer-reviewed scholarly article published in an academic journal.
2. Scholarly article that appears as a book chapter in a peer-reviewed edited volume from an academic or respected professional press.
3. Edited volume (either book or special journal issue) of academic essays with scholarly introduction (candidate serves as editor and writer of introduction).
4. Peer-reviewed paper in the published proceedings from a juried academic conference or professional meeting published by an academic journal or academic press.
5. Significant contributions to an existing or multi-author digital humanities project.
6. Essay-length work of scholarship that may use experimental or hybrid modes of composition, such as autobiography, memoir, autoethnography, or other forms published in a respected, but not necessarily scholarly, venue, such as a literary magazine.

Category Three: Significant scholarly contributions (single editor or editorial board reviewed). These are not ranked in order of preference.

1. Work of public-facing scholarship (published in highly selective venues recognized for their rigor and professionalism within the field).
2. Encyclopedia entries, notes, book reviews published in internationally or nationally recognized academic journals or trade periodical publications, and review articles.
3. Peer-reviewed international or national conference presentations that are not accounted for elsewhere in published form.
4. Other scholarly or professional contributions, as determined by the candidate and the PRC prior to application for tenure or promotion.

Minimum Scholarship Expectations for Reappointment

Candidates for reappointment should show demonstrable progress in their scholarly program since coming to TCNJ. Examples of progress include evidence of journal or book submissions, readers' reports, acceptance letters, letters of interest, conference presentations, or publications.

Minimum Scholarship Expectations for Tenure and Promotion to Associate Professor

Candidates for Associate Professor will be working toward national and possibly international recognition in their field, which will be documented in a variety of ways, such as publications, reviews and citations, invitations to prestigious conferences, leadership in disciplinary organizations, editorship of journals, invitations to edit scholarly anthologies, professional evaluation by peers, receipts of grants or fellowships, and invitations to give keynote addresses and other prestigious presentations. Candidates satisfy the Department's minimum scholarship expectations by satisfying any of the scenarios below. If they do not, it is incumbent on the candidate to demonstrate to the satisfaction of the Department PRC that some other combination of scholarly contributions from the three categories represents an equivalent record of scholarship.

Scenario A: One item from Category #1.

Scenario B: Four items from Category #2.

Scenario C: Three items from Category #2, and at least five items from Category # 3.

Minimum Scholarship Expectations for Promotion to Professor

Candidates for Professor will have achieved national and possibly international recognition in their field, which will be documented in a variety of ways, such as publications, reviews and citations, invitations to prestigious conferences, leadership in disciplinary organizations, editorship of journals, invitations to edit scholarly anthologies, professional evaluation by peers, receipts of grants or fellowships, and invitations to give keynote addresses and other prestigious presentations. Scholarly maturation may include taking on other responsibilities (such as mentoring others in their scholarship), deepening the scholarly focus (resulting in greater recognition in the subfield), broadening or shifting the scholarly focus (resulting in broader recognition), and/or moving outward toward broader audiences. As the scholarly book is the standard highest achievement in the discipline, scenario A is the preferred means of promotion to full professor, unless scholarly articles are preferred in the candidate's subfield. The candidate's scholarly output since promotion to associate professor should align with one of the following scenarios:

Scenario A: One item from Category #1.

Scenario B: Four items from Category #2.

Scenario C: Three items from Category #2, and at least five items from Category # 3.

D. Scope, Quality, and Importance of the Scholarly Program

The College calls on each department to evaluate “the quality and coherence of a sustained and ongoing program of scholarly work that matures over time.” While the scholarly program should be coherent, our department recognizes the value of encouraging faculty “to shift the emphasis of their activities over the course of their careers.” Candidates are expected to articulate the coherence of their work in the essay submitted with the application for reappointment, tenure, or promotion. There are multiple ways to achieve a coherent program including writing on a certain set of themes, texts, authors, periods, or concerns, or writing using a related group of methodologies or practices.