

Department of Kinesiology and Health Sciences  
The College of New Jersey  
Disciplinary Standards for Scholarship

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

In order to maintain consistency and transparency for candidates seeking reappointment, the disciplinary standards in effect during a faculty member's first year of employment will be used for reappointment and tenure/promotion applications in years 1-5. Candidates seeking promotion will use the disciplinary standards in effect the year in which they apply for promotion.



12/02/2024

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Department Chair

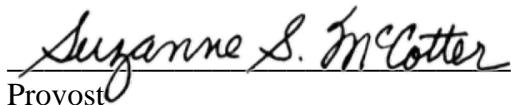
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The Department of Kinesiology and Health Sciences will next review its disciplinary standards in Academic Year 2031-2032.

## **I. PURPOSE:**

This document provides standards for faculty pursuing reappointment, tenure, and promotion within the Department of Kinesiology and Health Sciences (KHS) of The College of New Jersey (TCNJ). These disciplinary standards are in accordance with the College's mission as being primarily an undergraduate and residential college with targeted graduate programs. TCNJ is dedicated to free inquiry and open exchange, to excellence in teaching, creativity, scholarship, and citizenship, and to the transformative power of education in a highly competitive institution. The KHS department embraces the teacher-scholar model that emphasizes faculty and student engagement. KHS faculty members are expected to be accomplished scholars and to develop high-quality research programs that emphasize undergraduate student involvement. The KHS department's goal is to establish expectations that are consistent with the College's mission and guidelines for promotion and reappointment, and to create and foster an environment that supports faculty teaching, scholarship, and service.

## **II. STANDARDS FOR SCHOLARSHIP IN Kinesiology and Health Sciences**

As outlined by The College of New Jersey's Reappointment and Promotions Document, the best teachers remain devoted learners. TCNJ embraces the model of a professor as teacher-scholar and understands that a serious and continuing commitment to scholarship complements and enriches teaching of the first order; therefore, the College values the scholarly and creative enterprise. The College recognizes a range of scholarly modes including

- The Scholarship of Discovery – the traditional research model in which new content knowledge is acquired;
- The Scholarship of Integration – the creation of new knowledge by synthesizing and making connections across disciplines or sub-disciplines;
- The Scholarship of Application – the bridging of the gap between theory and practice through both research and action;
- The Scholarship of Pedagogy – the discovery or an evaluative analysis of the ways students learn, and the identification and assessment of methods used to foster learning; and
- Artistic Expression – the expression of artistry through the visual, performing, or literary arts.

Scholarship in the KHS department consists mostly of discovery, integration, pedagogy, and application and is recognized in various ways. KHS scholarship includes: books and monographs authored and co-authored, books edited or compiled, books and monographs in progress, journal articles (published or in press in refereed journals), journal articles completed and "under review" for publication, articles published in refereed conference

proceedings, chapters published or in press in edited volumes, papers, lectures, posters, abstracts, and/or presentations at professional local, regional, national, and/or international conferences, external and internal peer-reviewed scholarly grants, book reviews, reports from grant or contract work, editorships of scholarly journals or volumes, equipment design, media productions, and invited reviews of scholarly journals, volumes, or proposals. In addition, non-peer-reviewed articles are recognized but not considered during the promotion process. Published letters-to-the-editor will not be considered for reappointment and promotion. Faculty members are expected to be active in pursuing their scholarship and be able to contribute to the advancement of the scientific body of knowledge within their field of expertise. Professional honors or awards relating to scholarship, or any other forms of recognition, should be included in the application and will be considered by the Department Promotion and Reappointment Committee (PRC). In addition, the KHS PRC recognizes that some discipline-specific challenges for scholarship may exist, e.g., lengthy travel schedules for data collection, research with vulnerable populations, large-scale projects that may take several years to complete, and extensive costs for laboratory procedures and equipment, and will consider these potential issues during the review process.

#### Ila. Individual, Collaborative, & Interdisciplinary Scholarship

Single-authored and co-authored peer-reviewed publications are viewed equally by the KHS PRC. Single-authored publications for original investigations are rare in KHS. It generally takes a team of researchers and students to precisely perform research involving human subjects. Thus, single-authored publications usually exist in the forms of books, chapters, review articles, and non-refereed articles. Peer-reviewed original research articles carry more weight than other publications although KHS faculty members are highly encouraged to publish all types. The order of authorship is another matter of interest. Although first-author publications are highly desirable, the KHS PRC recognizes publications where faculty members are not first authors. For example, it is common practice for KHS faculty members to assume a co-author position on student-led publications. Often a faculty member may assume the last author position when the research has been conducted in the faculty member's laboratory under his/her supervision. Faculty collaborations yield authorship ranging between first and last positions. Although first author publications are given more weight, all co-authored peer-reviewed publications are considered in the promotion and reappointment process. These authorship guidelines also apply to local, regional, national, and international conference presentations and speaking engagements.

KHS faculty members are encouraged to collaborate with internal and external scientists and conduct interdisciplinary research when opportunities arise. Collaboration enables the faculty member to conduct high-quality research with other experts in the field with the potential to generate a peer-reviewed publication well-accepted by scientists in the faculty member's respective field. Collaborations are common in the KHS field and TCNJ's KHS department has provided a model framework for developing a team-based research approach. Interdisciplinary collaborations enable the faculty member to conduct research with colleagues in a different field of study. The outcome has the potential to

benefit multiple fields of study. Collaborations will be evaluated in a similar manner to non-collaborative work. The quality of the work will be determined by the breadth and relevance to the discipline, significance of the findings and potential outcomes, author position (in a co-authored peer-reviewed publication), and journal selection.

KHS PRC values the contributions of undergraduate students to the research process. It is a goal of the KHS department, and strongly emphasized in the mission of the College that undergraduate students have opportunities to participate in faculty research. Thus, undergraduate student involvement in research is strongly recommended. Student involvement may occur in a number of ways and is up to the discretion of faculty members how to best utilize student assistance in research. For example, KHS faculty members are highly encouraged to participate in the College's Mentored Undergraduate Summer Experience (MUSE) program. This program provides student and faculty stipends for conducting research over an 8-week period during the summer. Other ways include (but are not limited to) recruitment of students to serve as participants, laboratory research assistants, data entry analysts, and teaching and assessment assistants in local schools. Students who assume a substantial role in the research process and make a meaningful contribution to the final manuscript may earn co-authorship on presentations and subsequent research publications.

#### Iib. Standard and Evidence for Productivity

##### **Primary Evidence of Productivity**

##### **Category 1: Peer-reviewed Publications**

KHS faculty members are expected to publish their research in a variety of scholarly printed and online journals. Because KHS is a hybrid field, it is common for KHS professionals to publish research in an array of health-science and pedagogy journals, including but not limited to: neuromuscular and systemic physiology, endocrinology, rehabilitation, biomechanics, sports medicine, nutrition, nursing, public health, pediatrics, health & wellness, and health & physical education, in addition to exercise science-specific journals. The KHS PRC recognizes publication in all peer-reviewed journals as a major accomplishment and all peer-reviewed publications are given equal weight regarding journal selection under most circumstances. Under special circumstances, the KHS PRC may give priority to peer-reviewed publications in journals with very high impact factors, large readership, and high rejection rates. One instance is when the faculty member's curriculum vita is on the "borderline" for promotion. For example, if a faculty member has only one publication (and two are required for reappointment or promotion) in a highly-prestigious journal, the journal quality may be used as criterion in this situation.

Publications submitted to **pre-print servers** **will not be considered** by the KHS Department. A preprint is a version of a scholarly or scientific paper, not peer-reviewed. By using this service, authors establish precedent; can solicit feedback, and can work on revisions of their manuscript. **Pay-for print articles will be considered** if a rigorous

peer-review process is in place. There are many journals in our field that do require payment, however, all still require a rigorous review process.

### **Category 2: Presentations**

KHS faculty members are expected to be dedicated to the profession and should demonstrate a commitment to excellence. Active membership and participation in the faculty member's professional organization is encouraged. This includes regular attendance and presentations at local, regional, national, and international conferences. KHS faculty members are encouraged to hold membership in at least one major organization such as the American College of Sports Medicine, Society of Health and Physical Educators America, American Physiological Society, National Strength and Conditioning Association, National Athletic Trainers Association, International Society of Biomechanics in Sports, International Society of Sports Nutrition, and other similar organizations. It is expected that KHS faculty actively participate in conferences via research posters or slide presentations, lectures (invited or queried), workshops, and/or seminars.

### **Category 3: Grants**

KHS faculty are encouraged to seek and obtain internal and external research or pedagogy grants. Grants support the faculty member's career development and can benefit the department as a whole via funding for equipment, travel requests, publication costs, programs, and research assistants.

## **III. KHS Expectations For Reappointment, Tenure, and Promotion to Associate Professor**

According to the College's Reappointment and Promotions Document, TCNJ affirms that a community of learners and scholars is built around high expectations in which all members use and develop their talents to make the College a better place. The College expects exemplary achievement, strives to hire teacher-scholars who will be successful in the initial evaluation process and continued professional growth, and seeks to recognize through the ranks of promotion those who demonstrate continuous exemplary achievement in teaching and advising, scholarly/creative/ professional activity, and service. Standards and procedures shall be fairly and equitably applied to all candidates, with the goal of supporting a culture in which progression through the ranks is a regular part of a successful academic career.

All decisions regarding faculty evaluation and development are based on teaching, scholarly/creative/professional activity, and service, and faculty are expected to demonstrate accomplishments and meet the standards in all three categories. Evidence of high-quality teaching is essential for reappointment, tenure, and promotion. Excellence in scholarly/creative/professional activity and/or service cannot compensate for a lack of excellence in teaching. Additional commitments to community engagement, in keeping with the college's national recognition for community engaged learning, are also valued as part of required faculty work. For the KHS department, scholarship includes:

**a. Reappointment during the Probationary (pre-tenure) Period**

- Candidates for reappointment should demonstrate development and progress in scholarly work since first coming to TCNJ. Priorities should be placed on journal or other publications, conference presentations, and grant acquisition. Candidates should show steady progress toward a productive and coherent program of scholarship by detailing in their Professional Development Essay, the work completed and in-progress research, describing potential scholarly outcomes, documenting paper submissions/revisions and addressing how they are currently engaging or expect to engage students into scholarly activities.
- Faculty members having at least two publications in peer-reviewed research journals or books/book chapters by the end of year 3. KHS faculty research may include: research with an original data set, a mix of pedagogy-based articles, review articles or content specific to the health-sciences. A maximum of one publication “in press” and one publication “in review” will be considered toward the required number.
- Faculty members having at least two presentations at either a local, regional, national, or international professional conference. The faculty member is to be the lead presenter on at least one of the presentations. Faculty are encouraged to collaborate with other colleagues that may result in co-authored presentations.
- KHS faculty are encouraged to seek and obtain grants. For reappointment, this includes submission for at least one internal or external grant with a focus on pedagogy, research, equipment, or programming funding. Securing funding is not necessary at this level.

**b: Reappointment, Tenure and Promotion to Associate Professor**

- Developing and continuing a clear research agenda. This is to be outlined in the faculty member’s letter to the PRC and evident from the current projects the faculty member is currently engaged in. The faculty member is encouraged to involve students in research when appropriate.
- Faculty members having at least four publications in peer-reviewed research journals or books/book chapters. KHS faculty research may include: research with an original data set, a mix of pedagogy-based articles, review articles or content specific to the health-sciences. The faculty member is to be the first author on at least two of the peer-reviewed publications. A maximum of one publication “in press” will be considered toward the required number. Publications “in review” will not be considered.
- Faculty members having at least four presentations at either a local, regional, national, or international professional conference. The faculty member is to be the lead presenter on at least two of the presentations. Faculty are encouraged to

collaborate with other colleagues that may result in co-authored presentations. At least one of the presentations should be at a national conference.

- KHS faculty are encouraged to seek, apply for and obtain grants. This can include internal or external, and focus on pedagogy, research, equipment, or programming. Other non-traditional grants can be considered. The failure to attain grants will not negatively influence a faculty member's application
- Other types of scholarship considered when applicable. The KHS PRC will consider other scholarship types including, but not limited to, program review reports or program certification reports, grant reports, educational creative works, monographs, published software, audio and/or multimedia productions, consulting, equipment design, and research currently in progress when thoroughly evaluating the candidate. Although the lack of any of these scholarship endeavors will not reduce the faculty member's chance of reappointment and promotion, they can be used to build a stronger case for the candidate during the review process.

**c. For Promotion to Professor**

According to the College's Reappointment and Promotions Document, faculty members are required to sustain a pattern of achievement since attaining the rank of Associate Professor, with evidence indicating the maturation of the scholarly/creative/professional record. Faculty members are also required to provide external reviews by an expert in the candidate's field as a mandatory component of evidence for promotion to Professor. The faculty member should demonstrate a high level of achievement in each of the following areas:

- Faculty members are to have an established research agenda and focus. Faculty are to clearly outline the progression and trajectory or research focus from the time they received the rank of associate professor.
- Faculty members are to have four publications since the last promotion (totaling a minimum of eight publications). KHS faculty research may include: research with an original data set, a mix of pedagogy-based articles, review articles or content specific to the health-sciences. First-author publications are preferred but consideration will be given to co-authored publications depending on the scope and quality of the project. A maximum of one publication "in press" will be considered toward the required number. Publications "in review" will not be considered. There should be a consistent pattern of publications without large gaps in productivity. If large gaps in publications exist, the faculty member must provide a reasonable explanation (i.e., increased teaching or service load, department chairperson responsibilities, assigned time for committee work, medical leave, etc.). In accordance with the College's Reappointment and Promotions Document, periods of relatively less activity in one area should be

complemented by greater activity in the others, producing a consistently high level of accomplishment and balance overall.

- Faculty members are required to have six presentations since the last promotion (totaling a minimum of ten presentations) at local, regional, national, or international professional conferences. First-author presentations are preferred but consideration will be given to co-authored presentations depending on the scope and quality of the project. At least three of the presentations should be at a national or international conference.
- KHS faculty are required to have obtained at least one grant. The grant may be internal or external, and focus on pedagogy, research, equipment, or programming. Faculty awarded the grant may be either the primary or co-investigator. Other non-traditional grants may be considered.
- Faculty members are encouraged to have assumed leadership roles in consulting activities or in professional organizations.
- Other forms and types of scholarship will be considered when applicable. The KHS PRC will consider other scholarship types, including, but not limited to, professional journal editor, program review reports or program certification reports, grant reports, media productions, equipment design, creative education-based works, monographs, published software, audio and/or multimedia productions, consulting, and equipment design to thoroughly evaluate the candidate.
- Promotion to the rank of Professor will be evaluated by the PRC, Dean, Provost, and the College Promotions Committee based on the magnitude of accomplishment in the areas of teaching, scholarship, and service. Total accomplishments will be considered but accomplishments since promotion to Associate Professor will be prioritized.

### **III.DOCUMENT REVIEW**

The KHS Disciplinary Standards for Scholarship document shall be reviewed at a minimum of every seven years by the chair of the department in conjunction with all tenured faculty members that have achieved Professor status. In the event that no faculty exist with such distinction or there are less than three faculty members that have been promoted to the rank of Professor then the PRC will include faculty that have achieved the rank of Associate Professor with tenure.