

Tenure Track to Assistant Professor at the Faculty of Science

Introduction

There is an increasing need within the faculty to offer tenure tracks to highly talented young scientists. Tenure tracks are defined by precise and predetermined assessment criteria and an assessment timeline. Most tenure tracks involve an appointment as assistant professor. Tenure tracks for associate and full professors are rare. Should these be offered, the appropriate criteria for these positions will be applied. This memorandum summarises the principles and criteria used for tenure tracks at the assistant professor level.

Basic Principles

The Faculty Board has the authority to appoint assistant professors on a temporary, tenure-track or permanent basis. Proposals for the appointment of assistant professors are submitted to the board by the director of the university institute concerned. The funding for the position must be covered by the institute/department.

The tenure track starts at the Assistant Professor 2 level and, if successfully completed, ends with a permanent position at the Assistant Professor 1 level. The duration of the tenure track probationary period is 3 + 3 years. The Faculty Board decides on the basis of an interim evaluation whether the period will be extended by another 3 years after the first 3 years. After 6 years, the Faculty Board decides on the basis of another evaluation whether a permanent position will be granted. During the first 3 years, the teaching responsibility of a tenure-track assistant professor is limited to 20% of the appointment (instead of the usual 40%). The research, teaching and management tasks during the first 3 years therefore amount to 60%, 20% and 20% respectively.

Clear agreements are made concerning the level of the appointment and the criteria the candidate needs to meet in the long term. Furthermore, the first and subsequent assessments will be scheduled. Each annual performance appraisal report will state which stage the employee has reached, the possible career advancement opportunities, the criteria applied to them, and when the assessments may be made. The criteria and procedures stated below serve as guidelines for the assessment of a tenure-track assistant professor. From now on, the requirements a tenure-track assistant professor needs to meet after 6 years will also be applied to assistant professors to be directly appointed to a permanent position.

It may be that a director of a university institute wishes to deviate from the guidelines below (criteria and/or procedures), for instance, when there are high expectations of a candidate or when a candidate meets a number of criteria already, and the institute would like to make arrangements for a shorter tenure track. In such a case the director will be required to provide a well-reasoned proposal for such a deviation to the Faculty Board. If a tenure-track assistant professor meets the final criteria sooner, the director of the institute may request the Faculty Board to convert the tenure track into a permanent position at an earlier date.

Criteria and procedures

After 3 years, a tenure-track assistant professor is expected:

- to have started a research line that fits into the institute's scientific programme;

- to have published an average of at least 3 scientific articles per year;
- to have acquired substantial funding (e.g. for a PhD student for 4 years or a postdoc researcher for 3 years);
- to have obtained the University Teaching Qualification;
- to have taught at least one course for which he/she had final responsibility and which received a rating of at least 6 on a scale of 1-10.

Within 32 months of the starting date of the tenure track an interim evaluation will be made on the basis of an information file (see Appendix). The director of the institute concerned should submit a proposal to the Faculty Board within 34 months of the starting date on the basis of this evaluation. If assessed positively by the board, the person's appointment as Assistant Professor 2 will be extended by 3 years. If assessed negatively, the person concerned will be helped to find another position on the labour market and the contract will end by operation of law.

After 6 years, a tenure-track assistant professor is expected:

- to have developed a research line with a clear vision for the future, which fits into the institute's scientific programme;
- to have supervised at least two PhD candidates, of whom at least one has produced an approved manuscript (within 48 months) and another is at least well into the second phase (phase following go/no go) of the doctoral research;
- to have published an average of 3 scientific articles per year;
- to have acquired substantial funding (e.g. for a PhD candidate for 4 years or a postdoc researcher for 3 years);
- to have at least 3 publications in journals in the top 10% of the SCI category concerned or incorporated into the proceedings of any of the top 10% conferences in his/her field;
- to have built up national and international networks, as evidenced by, for example, invited lectures, membership of conference committees, scientific committees and/or editorial boards of scientific journals;
- to have societal impact and outreach, as evidenced by, for example, membership of advisory boards, contacts with social organisations, secondary schools and/or politics, public lectures, etc.;
- to have taught at least two courses for which he/she had final responsibility and which received a rating of at least 7 on a scale of 1-10.

Within 66 months of the starting date of the tenure track a final evaluation will be made on the basis of an updated information file (see Appendix). The director of the institute concerned should submit a proposal to the Faculty Board within 68 months of the starting date on the basis of this evaluation. If assessed positively by the board, the person concerned will be appointed as an assistance professor for an indefinite period of time. If assessed negatively, the person will be helped to find another position on the labour market and the contract will end by operation of law.

Appendix to Tenure Track to Assistant Professor 1

Information file to be used for evaluation

General

- CV
- List of positions on boards and committees
- Vision on management tasks
- List of scientific activities organised or co-organised, such as workshops, conferences, summer/winter schools, etc.

Research

- List of publications, including citations and impact factors (if relevant)
- List of lectures and lecture invitations
- List of other activities (organisation of conferences, membership of assessment committees, editorial boards, referee activities, etc.)
- Research vision statement
- Information on supervision of PhD candidates (yield and duration of research projects) and postdocs
- Information on applications for and acquisition of external funding
- List of awards and honours

Teaching

- List of teaching activities and evaluations thereof
- Information on the supervision of students
- University Teaching Qualification
- Teaching vision statement
- Proof of educational content development and teaching skills
- List with outreach activities

Information, forms and courses relevant to the position of Assistant Professor:

- RUN General conditions of employment
- University Job-Ranking System profiles and competencies
- Faculty of Science Regulations for Tenure Track to Assistant Professor (2011)
- 'Academic Leadership' Seminar
- Training courses for the development of various competencies
- Coaching
- University Teaching Qualification