

To: Provost Wendy L. Hill  
From: Anthropology and Sociology Department  
Re: Departmental Guidelines for Scholarship

Lafayette College has revised the administrative procedures for tenure review. As a result, each academic department must now prepare guidelines stating how the College standards apply within that department. The resulting guidelines will be distributed externally and internally including on the Provost's home page. The guidelines must "identify the recognized forms of scholarship in the field and shall explain the relative importance of different forms of scholarship for a tenure file." The College's current *general* standards for scholarship are that a candidate: "1) is actively engaged in the advancement of knowledge and/or artistic creation; 2) has produced high-quality, original works of scholarship in the form of publications, exhibitions, and/or performances; and 3) participates actively in scholarly discourse with professional peers, such as through involvement in conferences, presentation of invited lectures, or published reviews of other scholars' work."

### **Anthropology and Sociology Department Guidelines for Scholarship**

The Department is composed of two distinct disciplines: anthropology and sociology. Unless otherwise noted, these guidelines apply to candidates undergoing review in either discipline.

#### **Assistant Professors**

Departmental review of a tenure candidate's scholarly record is guided by the following expectations: *that candidates for tenure have developed a significant program of research, that they are engaged professionally, and that they demonstrate a likelihood of remaining productive scholars beyond tenure.*

#### **Associate Professors**

An associate professor typically chooses to pursue promotion to the rank of full professor after he or she has completed one or more four-year reviews with the Provost, and after he or she has consulted with the department head and senior faculty members in the department. Whereas candidates move through the tenure process on a relatively fixed timetable, candidates for promotion to the rank of full professor pursue promotion on a more flexible timetable. Associate professors initiate this process when they conclude, after consultations, that their records are appropriate for doing so. The College criterion is that a candidate for promotion to the rank of full professor should demonstrate "*a continuing record of high achievement as a scholar.*"

#### **Procedures:**

The department expects each candidate, at the time of the tenure and promotion reviews, to articulate his or her approach to past and ongoing programs of research and to discuss his or her publication record and trajectory for future research projects. The tenured faculty members in the department evaluate the scholarly works of candidates undergoing review for tenure. Full professors in the department evaluate the scholarly works of candidates pursuing promotion to the rank of full professor. All applicable members of the department will carefully consider and weigh the candidate's self-evaluation and scholarship portfolio in completing their reviews of a

candidate's scholarship. Their evaluations will also consider and speak to the views that external reviewers express about the candidate's scholarly works.

### **Guidelines in Evaluating Scholarship:**

The following indicators comprise important criteria in making determinations about a candidate's scholarly record:

#### **Types of Publications:**

The department expects candidates to have a book or book in press (with a recognized university or trade press) or publications in peer-reviewed journals that are appropriate to the candidate's discipline and research subfields. In regard to the latter, the department values publications in refereed journals in each discipline (e.g., *Cultural Anthropology*, *Social Problems*, *Symbolic Interaction*) as well as in refereed multidisciplinary journals (e.g. *African Identities*, *Journal of Mediterranean Studies*, *Journal of Poverty, Society and Natural Resources*). Books or articles that are in-press are considered equal to published materials. Works under contract will also receive serious consideration. Additionally, a book manuscript under review for publication that is viewed as promising and likely to be published is considered very significant.

The department is open-minded in evaluating how candidates produce a mix of different kinds of publications. While peer-reviewed contributions are valued more than non-peer-reviewed works, the department does recognize and value the latter as well. Non-peer-reviewed contributions may serve as evidence of a candidate's ability to advance knowledge and scholarly discourse in his or her field and demonstrate her or his reputation as a scholar. Thus, authoring or contributing to edited volumes, authoring textbooks, and authoring non-peer-reviewed invited essays or articles may signify academic leadership in a particular area of research.

The department recognizes the receipt of external funding and/or receipt of awards for publications for scholarly projects as indicators (among others) of the quality and originality of a candidate's research.

#### **Co-Authorship:**

Co-authorship does not diminish how the department weighs scholarly works and may signify the ambitious scope of a multi-sited empirical project or the depth of a candidate's engagement with other scholars in the field. The department recognizes that the quality and impact of the collaborative work is most paramount as a standard for judgment. The candidate should clarify her or his particular contributions to co-authored publications.

#### **Scholarly Engagement:**

Although rated below the sorts of scholarship discussed above, we recognize that a candidate's ability to advance knowledge and scholarly discourse in his or her field may also be established through presentations to academic audiences, both in papers presented at professional meetings and invited talks delivered at other institutions or conferences. Similarly, contributing to the public understanding of anthropology and sociology through such mechanisms as presentations to non-academic audiences or commentaries in media outlets (e.g., newspapers, radio, internet blogs) is also valued.

Evidence of continuing commitment to scholarship includes, in addition to the above, having material currently under review or having received a revise and resubmit decision with journals and presses, participating in funded research projects, organizing specialty conferences, performing as a discussant or session organizer at a conference, acting as an editor or serving on an editorial board of a journal or book series.

**New Forms of Publication and Other Scholarly Activity:**

New media are expanding the traditional models for publishing and distributing scholarship in social science disciplines by challenging restrictions on content ownership, widening the availability of scholarly works, and reducing the time to publication that might limit the impact of scholarly contributions. The department recognizes that new and emergent venues, such as online-only or open access peer-reviewed journals, will increasingly serve as important scholarly outlets due to their scope of readership, interactivity, immediacy, availability of access, or more diverse and interdisciplinary audiences. As with traditional venues, peer review and quality and originality of research are paramount to assessing the importance of such contributions.

The creation of media content as scholarship, such as ethnographic film, documentaries, and multimedia projects can also expand the traditional domains of scholarly discourse and enhance the public contributions of anthropology and sociology. In such cases, the candidate should address the audience and nature of this scholarship as they do for more traditional scholarly works.

Additional scholarly contributions that do not fall under the category of publications may include the production of scholarly resources like research databases or the development, testing, and sharing of original research tools, like survey indicators.