

**Department of Educational Studies
University of British Columbia**

Guiding Principles for Supporting Pre-tenured Faculty in EDST

**Approved in Principle, November 19, 2009 Department Meeting
Revised March 10, 2010**

Preamble and Background

In the fall of 2009, this document was prepared in consultation with pre-tenured faculty in the Department of Educational Studies, the Head, and the Deputy Head. The support of pre-tenured faculty is a responsibility shared by tenured faculty members, research clusters, program areas, and the Head of Department of Educational Studies, as well as the Faculty of Education's Dean's Office and Office of Graduate Programs and Research. After pre-tenured faculty offered their approval of this document, it was brought to the department for consideration. The document was approved in principle at the departmental meeting held on November 19th, 2009. Some suggestions were made for improving the documents and most of these have been included in the document. While one suggestion involved diversity training for faculty mentors of pre-tenured faculty, especially in the tenure and promotion process, this was seen to be outside the particular scope of this document. Instead, a broader conversation about equity training in the department, faculty and university was seen to be a department-wide issue that encompassed all members of the department, faculty, and university. The EDST Departmental Manifesto, for example, directly speaks to this broader discussion, particularly under Section ii, "Identity, Culture, and Agency" (2).

Statement of principles for pre-tenure faculty in EDST:

1. EDST supports pre-tenure faculty in developing a strong and sustainable research program.
2. EDST supports pre-tenure faculty in developing effective teaching and supervisory practices.
3. EDST supports pre-tenure faculty in developing leadership capacity in service.
4. EDST supports pre-tenure faculty in achieving promotion and tenure.

To adhere to these principles, on an annual basis EDST will:

Research

- Familiarize pre-tenure faculty with duties of support staff in the department and support services for research (facilitated by the Head and Office Manager).

- Assist pre-tenured faculty in their initiatives to obtain funding, resources and other support in establishing their research programs and scholarly activities. (e.g. reviewing grant applications, recommending possible funding sources).
- Invite pre-tenure faculty to present their research to the department through workshops and other presentation opportunities.

Teaching

- Familiarize pre-tenure faculty with duties of support staff in the department and support services for teaching (facilitated by the Head and Office Manager).
- Normally, pre-tenured faculty are entitled to course reduction(s) in the first year or years provided through the Dean's Office.
- Normally, pre-tenured faculty will offer a limited number of courses that require new preparation.
- Provide opportunities for pre-tenure faculty to teach courses in their specific research area as well as core courses in the department (facilitated by area groups, research clusters, and the Deputy Head).
- The PhD Management Committee will encourage doctoral-level co-supervision so that pre-tenure faculty can develop supervisory skills and contribute to supervisory committees (facilitated by tenured faculty).
- Support pre-tenure faculty in their Master's level supervisions through workshops or small group meetings when necessary (facilitated by the Graduate Advisor and the Faculty of Graduate Studies).

Service

- Encourage pre-tenure faculty to develop service opportunities congruent with their strengths and interests.
- Normally pre-tenured faculty will be requested to serve on the same number of departmental committees as their colleagues, but not expected to serve on faculty and university committees unless they choose to.
- Normally pre-tenured faculty will not be expected to take on major administrative duties such as Head, Deputy Head, Graduate Advisor, Program area chairs, or chair of major committees, such as the PhD or EdD Management Committees.

Achieving Promotion and Tenure

- Schedule regular meetings with the Head of Department to "check in" on their experiences, questions, and progress (facilitated by the Head).
- Provide pre-tenure faculty with timely and constructive feedback with regard to departmental merit criteria (facilitated by the Head).
- Provide formal opportunities for pre-tenure faculty to receive updated information about University requirements for promotion and tenure (facilitated by the Head, Dean's Office, and University).

The document should be revisited in two years time to ascertain if the goals for supporting pre-tenured faculty in EDST are being satisfactorily achieved.