



Promotion and Tenure Guidelines

Tenure is awarded based on demonstration of creativity and excellence in research, teaching, and service. The weighting among these three areas should be consistent with the candidate's letter of appointment. In all cases, the quality of the contribution, as judged by the department, is essential. Below we provide some examples of contributions in each of three categories.

- 1) Research. The Lunar and Planetary Laboratory and Department of Planetary Sciences endorses an inclusive view of scholarship. Examples of contributions to research include but are not limited to:
 - a. Authorship or co-authorship of papers in peer-reviewed journals and books. Publications whose first author is a student or post-doctoral researcher mentored by the candidate are typically valued as highly as those for which the candidate is the first author.
 - b. Contributions to other types of industry-standard professional publications such as white papers and technical reports.
 - c. Successful grant proposals.
 - d. Design and construction of laboratory facilities or facilities for field work.
 - e. Design and construction of observational instruments for spacecraft or telescopes.
 - f. Design and construction of sophisticated computer codes for modeling physical phenomena or data analysis.
 - g. Contributions to ongoing spacecraft projects, including hardware or software development, observation planning, data analysis, or scientific organization.
 - h. Contributions to proposals for spacecraft missions or instruments or other major projects.
 - i. Leadership of large teams for scientific activities including organization of telescope campaigns, field work, and large scale proposals (NASA Astrobiology Institute or Solar System Exploration and Research Virtual Institute, for example).

It is understood that many activities in planetary sciences require years for completion, thus we recognize as contributions activities with little immediate science payoff, as long as there is demonstrated potential for science in the future (for example, with peer-reviewed publications on technical concepts or technology development or other types of industry-standard professional publications).

- 2) Teaching. Excellence in teaching can be accomplished through interactions with undergraduates, graduate students, or with early career researchers, such as postdoctoral researchers. Examples of contributions to teaching include but is not limited to:
 - a. Graduate advising. Recognized activities include:
 - i. Serving as PhD advisor
 - ii. Conducting research/writing papers with graduate students

- iii. Serving on prelim and/or dissertation committee
 - iv. Taking a leading role in Informal interactions with graduate students (journal club, graduate student colloquium, etc.)
 - v. Mentoring graduate students outside of LPL.
 - b. Graduate classroom teaching
 - i. In most cases, tenure candidates will have taught a graduate level class.
 - c. Undergraduate advising
 - i. Involving undergraduates in a research group.
 - ii. Advising undergraduates in independent study projects.
 - iii. Involving undergraduates in spacecraft instruments or missions.
 - iv. Conducting research/writing papers with undergraduate students
 - d. Undergraduate classroom teaching
 - i. In most cases, tenure candidates will have taught two undergraduate classes.
 - e. Curriculum pedagogical development, either through improving existing courses, or developing new courses.
 - f. Serving as advisor and/or mentor for a postdoctoral researcher.
- 3) Service. Examples of contributions to Service include but are not limited to:
- a. External, national and international, committees, advisory panels, review panels, journal editorial boards, etc.
 - b. Chairing or presiding over external, national and international, committees, advisory panels, review panels, journal editorial boards, etc.
 - c. Reviews of journal articles, books, proposals
 - d. Internal LPL committees
 - e. University of Arizona committees
 - f. Outreach activities
 - g. Actively promoting diversity in the field, both within LPL and through outreach activities

We recognize that the areas of research, teaching, and service frequently and importantly overlap. For example, conducting research and writing papers with LPL graduate students constitutes a contribution to both the teaching and research missions of the department and is highly valued.