**History Department Professional Guidelines**

In the Faculty Code’s guidelines for evaluation, professional activity and growth ranks second to teaching. Research and writing that appear in or are accepted as completed manuscripts to peer-reviewed publications, noteworthy performances or exhibitions, or other appropriate peer-reviewed professional activities in the candidate’s field(s) of study are necessary for promotion.

To fulfill this standard for tenure or promotion to Professor, a candidate in the History Department must achieve at least one of the following three options:

1. have published a book with a peer-reviewed press. Note that a book represents a significant amount of work, equivalent to at least 5-6 journal articles, and therefore is a strong indication of excellence in professional historical activity.

1. have a book accepted as a completed manuscript by a peer-reviewed press. Note that a contract is proof of acceptance for publication but not proof that the manuscript is complete, as advance contracts can be offered after peer review of a short proposal.

1. have published or had accepted for publication multiple peer-reviewed manuscripts shorter than a book, chosen from either of the following categories:

a. An article in a peer-reviewed journal in their field

b. A chapter in a peer-reviewed edited volume

Other professional work will be regarded as supplemental to the above publications but

but the work described above is necessary.

For promotion to Professor a candidate must meet these guidelines with new work beyond the publications that were evaluated for tenure. If a contracted completed manuscript (option 2 above) was evaluated for tenure, the eventual publication of that book will not be considered new work post-tenure. In addition, for scholars who are already established in their careers, particularly those under consideration for promotion to Professor, an invited entry or chapter for a substantive reference work indicates that the scholar in question is recognized as a leading authority on the topic.  In such cases, candidates should use their statements on research to make clear the importance of the venue and the nature of its peer-review.

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