



College/ Independent Unit	College of Liberal Arts & Sciences
Academic Unit/ Department, if any**	Department of Psychology
Choose document type (bylaws or criteria Document?): Criteria for Promotion of Assistant and Associate Research Professors	
If bylaws, does it include criteria for promotion/continuing status/tenure?	
Please concisely list the ranks included in the criteria (if relevant). Associate Research Professor Full Research Professor	

Unit and college approval

Date of approval by the faculty and/or academic professionals	August 13, 2025
Date of review by the dean (or lead of independent unit)*	August 14, 2025

Provost office approval

	Patricia Friedrich	November 5, 2025
Signature	Name	Date

*Per ACD111-02, all colleges and academic units must have bylaws, approved by a majority of the unit faculty. With the consent of all college deans to which a unit reports, the faculty of the unit may choose to utilize the college's bylaws as their unit bylaws.

**Academic units are usually departments and schools, not research centers or programs. Academic units, in this context, have criteria for promotion which were approved by its faculty and/or academic professionals.

DEPARTMENT OF PSYCHOLOGY

PROMOTIONAL EVALUATION CONSIDERATIONS AND CRITERIA FIXED-TERM RESEARCH PROFESSORS

This document presents heuristic criteria and considerations for evaluations of research professors for promotion by the Department of Psychology at Arizona State University (ASU). ASU employees may engage in or support research in a variety of capacities and titles. This document addresses departmental promotion criteria, governance, and process as they apply to those with the official title of Assistant Research Professor, Associate Research Professor, or Research Professor. Department bylaws and criteria are intended to build upon and do not supersede college and university bylaws.

Research Professor (assistant, associate, or full): Research faculty members are fixed-term faculty members who are qualified to engage in, be responsible for, or oversee a significant area of research. In the Department of Psychology, an individual appointed as a research professor typically has experience with research funding, has held a similar position at another university, and/or or has operated with more autonomy on a research project. They can also serve as principal, multiple principal, or co-investigators on grants or contracts administered by the university or take on other appropriate responsibilities. In the Department of Psychology, research professors will hold a Ph.D. and are expected to have collaborative relationships within the Department of Psychology and to contribute to regional or national professional organizations that focus on research.

Research professors are designated fixed-term to convey that they are in non-tenure eligible positions with appointments limited to a specific period of time. Positions can be renewed annually if funding is available. Research professors hired or supported by research grants or contracts are not guaranteed space, facilities, or services beyond those approved for currently active grants or contracts.

A Note on Research Focus

It is expected that for promotion, the research of the Assistant or Associate Research Professor will be relevant to sub-disciplines of psychology such as clinical, cognitive, biological, comparative, developmental, quantitative, or social psychology and will yield high quality publications in "mainstream" journals in psychology and related fields, including journals published by the *American Psychological Association (APA)* and the *Association of Psychological Science (APS)*. At the same time, we encourage researchers to develop new and interdisciplinary areas of research. When the work of a candidate for

promotion has been submitted to "non-mainstream" outlets or journals in other fields, the journals' status should be held in comparable regard by peers in their respective fields. Ultimately, the research must be of high quality and have an impact on the field.

Promotion to Associate Research Professor

A case for promotion should demonstrate how the candidate has significantly and substantively enhanced the research mission of the unit. For promotion from Assistant to Associate Research Professor, publications and grants prior to joining the Department of Psychology at ASU will be considered but they will be given less weight than publications and grants awarded since joining the Department of Psychology at ASU.

Primary Criteria for Promotion from Assistant Research Professor to Associate Research Professor

- a. A record of successful involvement in securing funding of grants as a Co-Investigator on multiple externally-funded grants is required. Serving as a PI (principal investigator) or MPI (multiple principal investigator) is desirable but not required and is less of a factor for psychologists with specialized scientific expertise who play critical roles in multiple grants.
- b. Published work that constitutes a program of research is required. This work should include publications in top-tier journals, as are appropriate for the candidate's field/s. Involvement in invited presentations, symposium contributions, and book chapters are also indicators of visibility in the field. Evidence of principal-authored publications is important, although the candidate's full publication record during years in rank at ASU will be considered in the evaluation of scholarly productivity.

Both criteria must be met. Because it is often necessary for research faculty investigators to procure or help procure multiple grants simultaneously, and sustain multiple grant funding over time in order to maintain full-time salary support, in some cases a candidate's grant record may be stronger than their publication record. While a strong grant record can somewhat mitigate a weaker publication record, there must still be clear evidence that the candidate has generated high-quality journal articles from their research program.

The evaluation process is holistic, and secondary criteria will also be considered. Fulfillment of the secondary criteria *will not compensate* for the lack of an established record of research success as evidenced by external grant funding and scholarly publications.

Secondary Criteria for Promotion to Associate Research Professor

- a. Participating in the extramural scientific community by, for example, accepting *ad hoc* requests to review journal manuscripts, helping to organize scientific programs or meetings, serving on review committees for external funding agencies, and providing assistance to colleagues on projects on which the candidate is not directly involved.
- b. Engaging in teaching, mentoring and community service. Although research faculty are not required to engage in teaching, mentoring or community service, they often make important contributions to the department and university, for example, by mentoring post-doctoral, doctoral, and undergraduate students in areas such as research methodology and implementation, statistical methods, and manuscript development.

In summary, the main questions to be answered when candidates seek promotion from Assistant to Associate Research Professor are whether they have established a clear record of (a) playing a key role in securing external funding and (b) developing a program of psychological scholarship.

Promotion to Full Research Professors

It is expected that Associate Research Professors who seek promotion to the rank of Research Professor will have a record of sustained and expanded excellence since the previous promotion. A case for promotion should demonstrate how the candidate has significantly and substantially enhanced the research mission of the unit. For promotion from Associate Research Professor to Research Professor, consideration will be given to the candidate's track record with respect to scholarly productivity and grants that have been garnered since the initial promotion/appointment as an Associate Research Professor in the Department of Psychology at ASU.

Primary Criteria for Promotion from Associate Research Professor to Research Professor

- a. A record of successful funding of grants, as a PI (principal investigator) or MPI (multiple principal investigator) is required. Other grant roles can satisfy this criterion under exceptional circumstances, such as multiple Co-I roles and/or disciplinary norms, but a candidate's contributions should always be clear and show evidence of excellence.
- b. Expanded scholarly contributions throughout the period of time as an Associate Research Professor should be evident. Evidence of a level of new productivity and an upward trajectory is required, commensurate with the rank of

Professor. Candidates for Research Professor need to document how their research program has expanded and must have published in top-tier journals, as are appropriate for the candidate's field/s. Especially important are indicators of impact and visibility of one's accumulated contributions such as data from the Science Citation Index. Increases in citations should be clearly evident since promotion/appointment to Associate Research Professor.

- c. In addition, activities indicating professional maturity - review articles, books, invited chapters, special journal editions, invited symposia distinguished presentations, special awards, consultation activities, editorial board memberships, etc. - are expected to have become increasingly prevalent in a candidate's record of productivity since promotion/appointment as an Associate Research Professor.

All 3 criteria must be met. Because it is often necessary for research faculty investigators to procure or help procure multiple grants simultaneously and sustain multiple grant funding over time in order to maintain full-time salary support, in some cases, a candidate's grant record may be stronger than his/her publication record. Both grant record and publication record are to be considered, in a holistic evaluation.

Given that this process is a holistic evaluation, secondary criteria will also be considered. Fulfillment of the secondary criteria *will not compensate* for the lack of a substantial impact on psychology as evidenced by external grant funding and scholarly publications.

Secondary Criteria for Promotion from Associate Research Professor to Research Professor

- d. Participating in the extramural scientific community by, for example, accepting *ad hoc* requests to review journal manuscripts, helping to organize scientific meetings or programs, serving on review committees for external funding agencies, and providing assistance to colleagues on projects on which the candidate is not directly involved.
- e. Engaging in teaching, mentoring and community service. Although research faculty are not required to engage in teaching, mentoring or community service, Associate Research Professors may increasingly engage in mentoring activities of post-doctoral, doctoral, and undergraduate students, including participating in Honors, Master's and Ph.D. committees. A candidate's teaching, mentoring and service contributions may be considered, for example, by participating in Honors, Master's and Ph.D. committees.

In summary, the main questions to be answered when candidates seek promotion from

Associate Research Professor to Research Professor are whether the candidate has a clear track record of (a) securing external funding as a principal investigator or co-principal investigator, (b) sustaining a program of scholarship with an upward trajectory, and (c) expanded stature and impact within their discipline, as evidenced by the breadth of their contributions and recognition by their peers.

Procedure for Promotion of Research Faculty

University requirements specify 5 years of full-time university experience, the majority of which need to be at ASU, to be considered for promotion to Associate Research Professor. University requirements specify 7 years of full-time university experience to be considered for promotion to Full Research Professor, provided there is sufficient time at the associate rank to demonstrate excellence and the promise of continued excellence. The year of application may be counted toward this eligibility requirement.

A three-person committee will be formed to evaluate the candidate's credentials for promotion: one research-track faculty member, one tenured faculty member, and another research - or tenure-track faculty member. All members of the committee must be at or above the rank being sought by the candidate. Should no fixed-track research faculty member be available, then this member can be replaced with another fixed - or tenure-track faculty member at or above rank.

The Committee chair should ensure that all aspects of the case are thoroughly discussed at a face-to-face meeting. The chair of the Committee shall draft a letter summarizing the strengths and weaknesses of the case and should make a recommendation regarding promotion. This letter shall be reviewed by the other Committee members and all three Committee members shall affix their signature. The Committee's letter is forwarded to the department chair and becomes part of the official case file.

For information about promotion processes once deliberations move outside the Department, please request an updated copy of the "Process Guide for Promotion of Fixed-Term Faculty" from Department of Psychology business-office staff.