

DEPARTMENT OF HOSPITALITY & TOURISM MANAGEMENT
School of Business and Technology
University of Maryland Eastern Shore

POST TENURE REVIEW (PTR) GUIDELINES

The Department of Hospitality and Tourism Management (HTM) faculty recommends that post tenure review issues be separated and judged independently of other Departments within the School of Business and Technology. Within the framework of these considerations, the HTM faculty has agreed to the following criteria for post tenure review within the department.

CRITERIA FOR POST TENURE REVIEW

The HTM Department recognizes and embraces the five year PTR cycle spelled out in the general university PTR Guidelines. A 12 credit hour load is recognized as full time. A 100% scale is used as the benchmark for the departmental review. In accordance with this scale, instruction is accorded 50 pts.; research, scholarship and professional status 30 pts; and service 20 pts.

I. Instruction – 60%

A. Teaching

Number of classes, preparations, disciplines and number of students per semester, tools and methods used, student evaluation, chair's evaluation, faculty input, peer review via classroom visitation, self evaluation.

B. Advising

Number of students advised, advising responsibilities, special tools used, innovative, creative and unique aspects of advising and accessibility.

II. Research, Scholarship and Professional Status – 10%

A. Research

Basic scientific investigation, investigation of educationally-oriented problems, classroom experimentation, field testing, and applied scientific investigation.

B. Publication

Refereed and non-refereed journal articles, monographs, chapter-in-book, special reports, books, article review, book review, article citation, request for reprints, member of editorial board, author of a monthly magazine article, customized textbook editing.

C. Professional Status

Membership, office holding and/or presentation of papers at the professional meetings, evidence of efforts to improve professional standing, awards and honors, member of professional committee.

D. Consultation

Consulting assignments with the industries and government agencies for pay and consulting commitments to non-profit organizations without pay.

E. Performance

HTM and PGM belong to the broad career area of hospitality. It is recognized to include food, lodging, travel/tourism, entertainment, recreation and related supportive services. Career professionals are expected to shoulder leadership roles in the successful execution of events generated in accordance with the hospitality portfolio. These include the staging of sports tournaments, banquets, business & leisure travel, festivals, concerts, weddings, political and industrial conventions.

G. Fund Raising

PTR recognition and credit is available for securing of financial awards in support of University and Departmental objectives to include faculty professional development and student scholarships. All sources are recognized, be they public or private, endowed or operational.

III. Service – 30%

A. Contribution to the University

Contributions to the University may be comprised of constructive committee service, chairmanships, service in elected faculty office, administrative service, contributions to extra-curricular activities of students, involvement and contributions to auxiliary enterprises, eg. Henson Center, the development of new academic programs or courses, (for credit and non-credit), and the organization of conferences or institutes.

B. Contribution to the Community

Contribution to the community shall consist of volunteer participation on community councils, panels, committees, lectures and workshops and commissions, participation in state or county councils, judging exhibitions or competitions; participating in televised shows and conducting workshops and/or demonstrations in public schools; serving as a resource person to community organizations; and coordination of conferences, seminars and workshops.

For the three categories above, the threshold for satisfactory performance is established at 70%. Exemplary performance is benchmarked at 90%.

The calendar and process of faculty notification, dossier submission and progress through the appropriate committee levels follows general university guidelines. Similarly, the Department accepts and follows the general university guidelines for remediation should continuation of tenure not be confirmed.

END

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