

**COLLEGE OF EDUCATION**  
**Kinesiology and Rehabilitation Science**  
**Criteria for Contract Renewal & Tenure and Promotion**  
**For Specialist**

**I. University of Hawai'i at Mānoa: General Comments for Criteria Contract Renewal and Tenure/Promotion.**

**A. Promotion to Assistant Specialist (S3).** The faculty member must provide evidence of competence, productivity and increasing professional achievement and maturity in the performance of assigned duties. Training represented by a Master's degree and 30 credits of graduate study beyond the Master's from a college or university of recognized standing with a major work in a field closely related to the position involved is required. There should be evidence of ability to perform duties calling for independent professional judgment in the field of specialization, evidence of productivity and an indication of the capacity to supervise clerical help and at least three years previous experience at the next lower rank or equivalent.

**B. Promotion to Associate Specialist (S4).** The faculty member must provide evidence of increasing professional maturity in the professional specialization and in the performance of duties in the rank of Assistant Specialist, including evidence of the ability to exercise independent professional judgment competently in the field of specialization. Training represented by a doctorate from a college or university of recognized standing with a major course work and dissertation in a relevant field is required. At least four years of experience in the appropriate specialty in the next lower rank or equivalent are required. The faculty member must demonstrate the ability to plan and organize assigned activities and to supervise the work of others, if appropriate. The faculty member must demonstrate a level of professional achievement that reflects his or her stature as a contributor to the standards, techniques and methodology of the profession in comparison to peers active in the same field. The comparison peer group consists not only of local colleagues but also professional colleagues active at peer institutions of higher education. In general, contributions of such a nature as to permit critical review and facilitate use by other professionals are of first importance in establishing professional achievement. There must be evidence of interaction with the broader professional community beyond the University of Hawai'i.

**C. Promotion to Specialist (S5).** The faculty member must provide evidence of increasing productivity and professional maturity in the in the performance of duties in the rank of Associate Specialist, including evidence of the competent exercise of independent professional judgment in the field of specialization. Training represented by a doctorate from a college or university of recognized standing with major course work and dissertation in a relevant field is required. At least four years of experience in the appropriate specialty in the next lower rank or equivalent are required. The faculty member must provide evidence of successful planning and organization of assigned activities, including the supervision of assistants, if appropriate. The faculty member must

demonstrate a level of professional achievement that established his or her stature as a substantial contributor to the standards, techniques and methodology of the profession. This stature is not only with respect to local colleagues, but also professional colleagues active at peer institutions of higher education. In general, contributions of such a nature as to permit critical review and facilitate use by other professionals are of first importance in establishing professional achievement. There must be evidence of significant interaction and leadership with the broader professional community beyond the University.

## **II. University of Hawai'i at Mānoa: Guidelines for Preparing the Application**

- A. Special instructions for Specialist who may apply in two categories simultaneously. Faculty, who are Specialists (S), may receive tenure at ranks 2 and 3 without being promoted. Specialist members who wish to be considered with promotion to the next rank may use a single application for these two options. For example, faculty with S, B, or A classification may complete the top of page 1.1 of the application form as follows:
1. \_\_\_\_\_ Tenure only at \_\_\_\_\_ (indicate current rank)  
(Rank)
  
  2. \_\_\_\_\_ Tenure and Promotion to \_\_\_\_\_  
(Rank)
- B. Thus, if the faculty member is recommended for tenure but is not recommended for promotion, the faculty member will still be awarded tenure at his/her current rank.
- C. In the event that an applicant receives tenure but is denied promotion he/she is eligible for the remedies for denial of promotion (see Article XIV, E-J). In the event that tenure is also denied, the applicant may elect the remedies for either denial of promotion or denial of tenure.