

DEPARTMENTAL SPECIFIC SCHOLARSHIP STANDARDS  
Department of Computer Engineering  
Effective June 4, 2015

**PREAMBLE**

The Santa Clara University Faculty Handbook (3.4.2) states

"Because the nature of teaching, scholarship or artistic creativity, and service differs in some respects among academic disciplines, the faculty of the college, schools, and division develop, adopt, and publish their respective clarifications of the three criteria. Candidates for tenure or promotion are referred to these publications, as amended from time to time, for a detailed explanation of the standards and procedures by which they will be evaluated."

In accord with the Faculty Handbook, discipline-specific standards for tenure and promotion have been developed by departments or disciplinary areas to clarify the criteria and guidelines for promotion and tenure review for both candidates and evaluators. These standards should inform and guide, but not dictate, the professional review of a candidate's portfolio. As noted in the Handbook, the standards may be revised from time to time to reflect changes and refinements within the discipline.

**PREFACE**

These guidelines are meant to specify for reviewers and tenure-stream members of the Computer Engineering Department how the department assesses the scholarship of candidates for tenure and promotion to the ranks of Associate Professor and Professor. The document includes disciplinary and sub-disciplinary measures of quality, including specific forms of evidence. The candidate must show clear evidence of sufficient research to justify tenure and promotion. Petitions for promotion to Full Professor will be based on completed scholarship of appropriate stature and impact.

**DISCIPLINE**

Computer Engineering has a wide range of specializations, from highly theoretical knowledge to applied technology, integrating applied math, science and engineering principles for the study of fundamental problems in the design of computer hardware, software and systems.

**FORMS OF EVIDENCE**

Forms of evidence of scholarly work include journal articles, conference and workshop proceedings, books, standards, software tools, posters, and invited lectures. External funding is not necessary, but is another measure of the value of the research.

The excellence in research and scholarly activity of a faculty is demonstrated by the quality of their work. Publications (full length or short journal or conference papers and letters) in certain venues, such as those sponsored by IEEE and ACM, are considered as indicators of the quality of conducted research. Certain conference papers have a similar impact factor and acceptance rate as journals and are recognized as archival documents, particularly in emerging or recently developed research areas<sup>1</sup>. The reviewing committee should consider this while examining the list of publications submitted by an applicant for promotion or tenure. Other artifacts such as software tools, patents, and contributions to standards should be considered as measures of the impact of one's research as well.

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<sup>1</sup>[Computing Research Association statement on evaluating computer scientists and engineers for promotion and tenure.](http://cra.org/resources/bp-view/evaluating-computer-scientists-and-engineers-for-promotion-and-tenure)  
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Quantity is not a specific evaluation criterion. Breadth, depth, and consistency of work is valued. Overall measures should include the number and quality of journal and conference papers within the candidate's field, and the number and quality of additional pieces of evidence as identified above. Quality is most commonly measured by the impact factor or acceptance rate of journals and conferences where papers were published and by the citation index, which counts how many times a paper is cited. Software tools should be evaluated by their adoption rate and impact on the professional community and/or on society.

Internal and external funding acquired by the applicant is another indicator of the significance of the research and its relevance (as recognized by the funder) to (a) industry needs, (b) mission and strategic plan of the university, or (c) nationally and internationally recognized scientific and engineering challenges.

#### **UPDATES & REVISIONS**

This document is to be reviewed and possibly revised by the Computer Engineering Department every five years. This current version of the document was approved by the Department and finalized on May 29, 2015.