Promotion and Tenure - Candidate's Narrative Statement

Statement Preparation

The Candidate’s Narrative Statement will be prepared in Activity Insight (AI). The statement is part of the University Dossier report in AI and should focus on clarifying and highlighting the primary area(s) of concentration and contribution by the candidate to aid the College and University Committees in their review of the dossier.

Focus of Statement

In the College of Engineering, a single narrative statement written by the candidate is required. The narrative statement is an opportunity to explain what a Candidate wants reviewers to know about their overall scholarship that may not be reflected in the dossier. The narrative can show the planned impacts of teaching, research, and service, and how they plan to achieve the desired impacts, along with progress made on this plan. The progress should include metrics used to measure success, give examples of successes to date, and recommend others use the metrics when assessing impact. In regard to research, the narrative should give insight as to why are they conducting their research. What ultimate impact do they expect to achieve with this research and how will it benefit people and society? Candidates should also consider reflecting on what they have learned through their experience that has made them a better teacher and highlight their approach to student advising. They might also consider addressing how they overall foster Penn State values.

Guidelines for Statement Preparation

The format of the Narrative Statement should:

- Be a brief statement explaining areas of emphasis and major contributions
- Be written in the first person and for those outside the discipline
- May not exceed 1600 words in length* (see note at bottom of this document)

Please refer to the link below for guidance:

https://www.vpfa.psu.edu/promotion-and-tenure/

*Per recent guidance from the Office of the Vice Provost for Faculty Affairs, found at: https://www.vpfa.psu.edu/files/2021/05/GUIDANCE-ON-PROMOTION-AND-TENURE-NARRATIVES-UPDATED-FINAL-4.12.21.pdf

While we encourage candidates to be as succinct as possible, candidate may include narrative statements of up to 2,000 words; this word length will be reduced to 1600 words when there are no candidates pursuing tenure who were in their probationary period in calendar year 2020/21.
Please see the link above for full guidance from the Office of the Vice Provost for Faculty Affairs for Narrative statements.