

**COUNCIL ON ACADEMIC PERSONNEL (CAP)  
FREQUENTLY ASKED QUESTIONS (FAQS)**

Revised November 1, 2008

**31. How does CAP evaluate collaborative research or creative work?**

The department should, with the help of the candidate and other collaborators, explain fully the nature of collaborative work including the proportion of the candidate's individual contribution. CAP looks for substantial intellectual contribution, and for evidence of clear and defined creative role in research or artistic production. For a basic scientist, for example, to serve regularly as a technical consultant on experiments devised by others is a sign of good professional conduct but is not in itself a sign of superior academic achievement. In these cases, CAP has sought evidence of creativity, indispensability, and unique impact in collaborative projects, together with sole- or few-authored publications supporting claims of intellectual contribution or achievement. For a performing artist, participation in a professional orchestra or dance corps is more a confirmation of professional competence and activity than an independent contribution to a creative performance.

For major actions such as promotion to tenure, documentation of clear research contribution and leadership is critical. For creative artists, there should be evaluation of the individual's achievement beyond the success of the collaborative work. CAP relies heavily on departmental, chair, dean and extramural letter writers' careful assessments of an individual's contribution to collaborative work.