

Non Tenure Track Criteria

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School of Arts and Sciences NTT Research Positions General Appointment/Reappointment/Promotion Criteria

School of Arts and Sciences NTT Research Faculty appointments will be made in programs where research requirements warrant full-time positions in addition to those in the tenure-track faculty, subject to the approval of the Executive Dean. Appointments will be renewable and contingent upon successful reappointment. In all cases, reappointment is subject to a continuing need for the position, availability of funding, and a positive formal evaluation. The titles in this series are Research Associate, Assistant Research Professor, Associate Research Professor, Research Professor, and Distinguished Research Professor.

School-wide general criteria for appointment, reappointment, and promotion in the title series are provided below. Individual School of Arts and Sciences departments and programs and Principal Investigators will develop more detailed criteria, where applicable, that will further clarify any such general criteria while conforming to the general guidelines.

Research Associate

Appointment Criteria

Qualifications:

- Advanced degree (master's or doctoral) appropriate to the requirements of the research program.
- Research experience appropriate for the program.

Expectations:

- Carries out the full range of duties associated with the particular position in the research program.

Reappointment Criteria

- Satisfactory performance of duties and continued need for position.
- Positive faculty evaluation.
- Availability of funding.

Promotion Criteria, to the rank of Assistant Research Professor

- Candidates must have achieved a record of excellence in scholarship, with consistent publication record or contributions to research.
 - Positive faculty evaluation.
 - Continued need for the position and availability of funding.
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Assistant Research Professor

Appointment Criteria

Qualifications:

- Advanced degree (ordinarily, doctoral) appropriate to the requirements of the research program.
- All requirements for Research Associate, and demonstrated excellence in scholarship appropriate to the research program with consistent publication record.

Expectations:

- Shows capacity for carrying out the full range of duties associated with the particular position in the research program.

Reappointment Criteria

- Excellence in performance of duties and continued need for position.
- Positive faculty evaluation.
- Availability of funding.

Promotion Criteria, to the rank of Associate Research Professor

- Candidates must have demonstrated continued excellence in scholarship, consistent publication of primary research, and established a record of being a key member of an externally supported research program.
- Positive faculty evaluation.
- Continued need for the position and availability of funding.

Associate Research Professor

Appointment Criteria

Qualifications:

- Doctoral degree appropriate to the research program.
- Excellence in scholarship, consistent publication record of original research, and external funding to support the research.

Expectations:

- Carries out the full range of duties associated with the particular position in the research program.

Reappointment Criteria

- Excellence in performance of duties and continued need for position.
- Positive faculty evaluation.
- Availability of funding.

Promotion Criteria, to the rank of Research Professor

- Candidates must have demonstrated continued excellence in scholarship, have a consistent publication record of primary research, and been the recipient of external funding to support the research.
- Demonstrated national distinction in the chosen field.
- Positive faculty evaluation.
- Continued need for the position and availability of funding.

Research Professor

Appointment Criteria

Qualifications:

- Doctoral degree appropriate to the research program.
- Excellence in scholarship, consistent publication record of original research, and external funding to support the research.
- Demonstrated external distinction in the chosen field.

Expectations:

- Carries out the full range of duties associated with the particular position in the research program.

Reappointment Criteria

- Excellence in performance of duties and continued need for position.
- Positive faculty evaluation.
- Availability of funding.

School of Arts and Sciences NTT Teaching Positions General Appointment/Reappointment/Promotion Criteria

School of Arts and Sciences NTT Teaching Faculty appointments will be made in programs where student registration demand warrants full-time positions in addition to those in the tenure-track faculty, subject to the approval of the Executive Dean. When such an appointment is expected to be of limited duration, e.g. one or two years (because of replacing individuals on leave or other such circumstances), the titles “Lecturer (Instructor),” “Lecturer (Assistant Professor),” etc. will be used, and unlike the other (new) title series, such appointments will be “nonrenewable.” In programs where longer-term continuing need for such faculty is demonstrated, the new Title series will be used; appointments will be renewable and contingent upon successful reappointment. In all cases, reappointment is subject to a continuing need for the position, availability of funding, and a positive formal evaluation. The titles in this series are Teaching Instructor, Assistant Teaching Professor, Associate Teaching Professor, Teaching Professor, and Distinguished Teaching Professor.

School-wide general criteria for appointment, reappointment, and promotion in the new title series are provided below. Individual SAS departments will develop more detailed criteria, where applicable, that will further clarify any such general criteria while conforming to the general guidelines.

Teaching Instructor

Appointment Criteria

Qualifications:

- Advanced degree (master’s or doctoral) appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught.

Expectations:

- Shows promise and capacity for excellence in carrying out the full range of duties associated with teaching.
- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Satisfactory teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Assistant Teaching Professor

- Candidates must have achieved a record of excellent performance in the title of Instructor, as evaluated by students and department/program supervisor, and demonstrated excellence in continuous efforts to remain current in the discipline(s) being taught, over the course of a minimum of 3 years in the rank of Instructor. The executive Dean may waive the 3-year requirement under special circumstances.

Assistant Teaching Professor

Appointment Criteria

Qualifications:

- Advanced degree (ordinarily, doctoral) appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught.
- Demonstrated excellence over a period of years (ordinarily at least 3) in carrying out the full range of duties associated with teaching.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Associate Teaching Professor

- Candidates must have demonstrated excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, over the course of a minimum of 6 years in the rank of Assistant Teaching Professor. The executive Dean may waive the 6-year requirement under special circumstances.
- In addition, candidates must have made significant additional contributions outside the classroom, such as course development, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Associate Teaching Professor

Appointment Criteria

Qualifications:

- Doctoral degree appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught.
- Demonstrated excellence over a period of years (ordinarily at least 9) in carrying out the full range of duties associated with teaching.
- Significant record of contributions outside the classroom, such as course development, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Excellence in contributions outside the classroom, related to the educational mission of the department/program.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Teaching Professor

- Candidates must have demonstrated excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, over the course of a minimum of 6 years in the rank of Associate Teaching Professor. The executive Dean may waive the 6-year requirement under special circumstances.
- In addition, candidates must have made significant additional contributions in several areas outside the classroom, such as course development, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Teaching Professor

Appointment Criteria

Qualifications:

- Doctoral degree appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught.
- Demonstrated excellence over a period of years (ordinarily at least 15) in carrying out the full range of duties associated with teaching.
- Significant record of contributions in several areas outside the classroom, such as course development, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Excellence in a variety of contributions outside the classroom, related to the educational mission of the department/program.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

School of Arts and Sciences NTT Professional Practice General Appointment/Reappointment/Promotion Criteria

School of Arts and Sciences NTT Professional Practice Faculty appointments will be made in programs where student registration demand warrants full-time positions in addition to those in the tenure-track faculty, subject to the approval of the Executive Dean. When such an appointment is expected to be of limited duration, e.g. one or two years (because of replacing individuals on leave or other such circumstances), the titles “Lecturer (Instructor),” “Lecturer (Assistant Professor),” etc. will be used, and unlike the other NTT title series, such appointments will be “nonrenewable.” In programs where longer-term continuing need for such faculty is demonstrated, the NTT Title series will be used; appointments will be renewable and contingent upon successful reappointment. In all cases, reappointment is subject to a continuing need for the position, availability of funding, and a positive formal evaluation. The titles in this series are Instructor of Professional Practice, Assistant Professor of Professional Practice, Associate Professor of Professional Practice, Professor of Professional Practice, and Distinguished Professor of Professional Practice.

The Professional Practice categorization is intended for faculty whose primary role is related to professional development, integration of academic scholarship with practical experience, discipline based education research, and/or instruction or research related to practical skills in the professions. School-wide general criteria for appointment, reappointment, and promotion in this title series are provided below. Individual SAS departments will develop more detailed criteria, where applicable, that will further clarify any such general criteria while conforming to the general guidelines.

Instructor of Professional Practice

Appointment Criteria

Qualifications:

- Master’s or Ph.D, appropriate to the discipline. An acceptable teaching and/or research record in the field and/or noteworthy accomplishments in business or non-profit management.

Expectations:

- Shows promise and capacity for excellence in carrying out the full range of duties associated with teaching and/or research.
- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Satisfactory teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Assistant Professor of Professional Practice

Candidates must have achieved a record of excellent performance in the title of Instructor, as evaluated by students and department/program supervisor, and demonstrated excellence in continuous efforts to remain current in the discipline(s) being taught, over the course of a minimum of 3 years in the rank of Instructor. The executive Dean may waive the 3-year requirement under special circumstances.

Assistant Professor of Professional Practice

Appointment Criteria

Qualifications:

- Master's or Ph.D., appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught, and/or relevant business or academic experience, and research, if appropriate to the position.
- Demonstrated excellence over a period of years (ordinarily at least 3) in carrying out the full range of duties associated with teaching and research, if appropriate.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, and research, if appropriate.
- Continued need for the position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Associate Professor of Professional Practice

Candidates must have demonstrated excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, and research accomplishments, if appropriate, over the course of a minimum of 6 years in the rank of Assistant Professor of Professional Practice. The Executive Dean may waive the 6-year requirement under special circumstances.

In addition, candidates must have made significant additional contributions outside the classroom, such as course development, including evidence of effectiveness, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Associate Professor of Professional Practice

Appointment Criteria

Qualifications:

- Master's or Ph.D. degree appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught and/or relevant business or academic experience, and research experience, if appropriate.
- Demonstrated excellence over a period of years (ordinarily at least 9) in carrying out the full range of duties associated with teaching and research, if appropriate.
- Significant record of contributions outside the classroom, such as course development, supervision of staff and/or students, demonstrated leadership in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field-work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned.
- Excellence in contributions outside the classroom, related to the educational mission of the department/program.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.

Promotion Criteria, to the rank of Professor of Professional Practice

Candidates must have demonstrated excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, and success in research, if appropriate, over the course of a minimum of 6 years in the rank of Associate Professor of Professional Practice. The Executive Dean may waive the 6-year requirement under special circumstances.

In addition, candidates must have made significant additional contributions in several areas outside the classroom, such as course development, supervision of staff and/or students, demonstrated leadership in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Professor of Professional Practice

Appointment Criteria

Qualifications:

- Master's or Ph.D. degree appropriate to the discipline.
- Teaching experience appropriate for the range of courses to be taught, and/or relevant business or academic experience, and research accomplishments, if appropriate.
- Significant experience in the profession at an executive level, or a high level of contribution to the field in the academic discipline.
- Demonstrated excellence over a period of years (ordinarily at least 15) in carrying out the full range of duties associated with teaching and/or its scholarship.
- Significant record of contributions in several areas outside the classroom, such as course development, supervision of staff and/or students, participation in educational initiatives of the department or program, program assessment, development and implementation of externally funded educational programs, and others as appropriate to the discipline and the level of the appointment.

Expectations:

- Depending on the position there may be additional related duties such as supervisory, advisory, laboratory, field work, administrative, etc.

Reappointment Criteria

- Excellence in teaching as evaluated by students and department/program supervisor, and demonstrated teaching effectiveness in all courses assigned, as well as continued success in research, if appropriate.
- Excellence in a variety of contributions outside the classroom, related to the educational mission of the department/program.
- Continued need for position and availability of funding.
- Demonstrated service in accordance with the mission of the department and the University, appropriate to the level of the appointment.