

Appointment Terms, Timing of Promotion Reviews, and Criteria for Appointment, Reappointment, and Promotion of Teaching-Track Faculty in Weinberg College

Appointment Terms and Timing of Subsequent Appointments

Initial appointments at the rank of Assistant, Associate, or full Professor of Instruction will normally be for three academic years. Subsequent appointments require faculty members to maintain expected standards for performance and is contingent on the ongoing need for teaching.

Following initial appointments, subsequent appointment terms will normally follow this pattern:

Assistant Professors of Instruction	3 years
Associate Professors of Instruction	5 years
Professors of Instruction	5 years

Successful promotion replaces the need for reappointment review and will result in a new appointment. Continuation in rank beyond the terms listed above is acceptable for Assistant and Associate Professors of Instruction.

Timing of Promotion Reviews

Assistant Professors of Instruction will normally be considered for promotion to Associate Professor of Instruction in the sixth year of their appointment in rank. Departments and programs are expected to initiate a promotion review at this time. If the faculty member chooses not to be considered for promotion, a reappointment review will be carried out in its stead.

Associate Professors of Instruction may be considered for promotion to Professor of Instruction in the fifth year of their appointment in rank.

Early promotion is possible to ranks of both Associate Professor of Instruction and Professor of Instruction; however, a minimum of six completed quarters (two academic years) in rank will be required before candidates may present themselves for promotion.

Criteria

These criteria concern faculty advancement processes for faculty members holding the ranks of Assistant Professor of Instruction, Associate Professor of Instruction, and Professor of Instruction. In light of the diversity of intellectual activity within the College, departments and programs may vary somewhat in how they interpret these criteria. Chairs and directors should meet in advance with promotion candidates to clearly convey how the promotion criteria are interpreted in their unit so that clear, shared expectations can be developed that are consistent with the College-wide guidelines.

Assistant Professor of Instruction

- A PhD, MFA, or other appropriate terminal degree is required for initial appointment.
- Faculty must display a commitment to teaching and are normally appointed to an initial 3-year term as an Assistant Professor of Instruction.
- Subsequent appointment to a three-year term as Assistant Professor of Instruction follows successful College and departmental/program review in the third year that confirms the following:
 - A record of effective teaching as measured by appropriate methods established by departments and programs, including student evaluations.ⁱ Within the context appropriate for both the field and nature of the appointment, effective teaching is demonstrated through some combination of classroom teaching, student advising, or College academic advising.ⁱⁱ
 - A record of service to the program/department, College, or University.
 - A record of contribution to a mutually respectful, inclusive, and collaborative professional environment.
 - Evidence of an emerging agenda of contributions to curricular development, pedagogical innovation and/or research, discipline-specific research, creative work, or professional development.

Associate Professor of Instruction

- A PhD, MFA, or other appropriate terminal degree is required for initial appointment. For promotion or reappointment cases, exceptions are made for faculty initially hired without such degrees prior to adoption of current guidelines.
- Candidates for promotion to Associate Professor of Instruction must demonstrate the following:
 - A sustained record of effectiveness in teaching as measured by appropriate methods established by departments and programs, including student evaluations.ⁱ Within the context appropriate for both the field and nature of the appointment, sustained effective teaching is demonstrated through a combination of classroom teaching, student advising, or College academic advising.ⁱⁱ
 - A record of effective service to the program/department, College, or University.

- A sustained record of contribution to a mutually respectful, inclusive, and collaborative professional environment.
- Within the context appropriate for both the field and nature of the appointment, an emerging record of contributions to curricular development, pedagogical innovation and/or research, discipline-specific research, creative work, or professional development. Where appropriate, the candidate can also provide evidence of growing leadership or prominence within the university and/or in relevant professional activities beyond the University.ⁱⁱⁱ

Professor of Instruction

- A PhD, MFA, or other appropriate terminal degree is required for initial appointment. For promotion or reappointment cases, exceptions are made for faculty initially hired without such degrees prior to adoption of current guidelines.
- Candidates for promotion to Professor of Instruction must demonstrate the following:
 - Excellent teaching at the rank of Associate Professor of Instruction as measured by appropriate methods established by departments and programs, including student evaluations.ⁱ Within the context appropriate for both the field and nature of the appointment, excellent teaching is demonstrated through a combination of classroom teaching, student advising, or College academic advising.ⁱⁱ
 - A record of leadership and/or excellent service to the program/department, College, or University.
 - A sustained record of contribution to a mutually respectful, inclusive, and collaborative professional environment.
 - Within the context appropriate for both the field and nature of the appointment, a sustained record of significant contributions to curriculum, pedagogical innovation and/or research, discipline-specific research, creative work, or professional development that demonstrates evidence of leadership or prominence within the university and/or in relevant professional activities outside the University.ⁱⁱⁱ

Appendix

ⁱ Examples of “appropriate methods established by departments and programs, including student evaluations”:

- Classroom observations/peer evaluations
- Review of syllabus and class materials created and/or taught by the candidate
- Departmental evaluation of TA training and feedback from TAs
- Student learning outcomes
- Course and Teacher Evaluations (CTECs)
- Student letters

ⁱⁱ Examples of “student advising, or College academic advising”:

- Major advising
- Senior thesis advising
- Advising Independent studies
- First-year-seminar linked advising
- Research mentoring
- Advising as Weinberg College Adviser
- Advising/mentoring done in the context of study abroad, placement advising, and/or fellowship preparation

ⁱⁱⁱ Evidence of leadership or prominence within the university and/or in relevant professional activities outside the university can be demonstrated in myriad ways, although it is up to the candidate and the department to make the case. Examples of such recognition may include, but are not limited to, the following:

- Making significant, innovative contributions to the College or University curriculum
- Contributing to the production of textbooks or other innovative instructional materials
- Serving as a primary research advisor to students who themselves can be shown to be competitive at a national level
- Receiving invitations to serve as an expert in one’s field or to make presentations at other institutions of higher learning, national conferences or conventions
- Placing articles in disciplinary or pedagogical journals
- Publishing a monograph, a novel, a literary collection, etc.
- Establishing a substantial presence in other media (op-ed, online teaching)