

## CRITERIA FOR PROMOTION AND TENURE BY RANK

## COLLEGE OF EDUCATION

	<b>Associate Professor</b>	<b>Professor</b>
<b>Teaching</b>	All members of the professorial faculty are responsible for participating with distinction in classroom teaching. Quality instruction is expected from all members of the College of Education faculty at all levels. Indicators of outstanding teaching include systematic student evaluations anchored in a comparative data base, peer and administrative evaluations, evidence of mentoring and advising, student supervision (practica, internships, student teaching), directorship of theses and dissertations, instructional innovation, course and curriculum development, load (course, advising, student committees), teaching honors and awards, and/or evidence of student success.	Criteria are identical to those for promotion to associate professor; however, quality, significance, and impact are more rigorously evaluated. In addition, the following are considered most important: mentoring and collaborative research with undergraduate and graduate students and teachers in the field and mentoring of other faculty members throughout the academic community.
<b>Research, Scholarly/ Creative Activity</b>	The key is to advance knowledge in the field and engage in inquiry that enhances our understanding of learning and educational systems and thereby provides a foundation for the improvement of education. Evidence of originality, significance, methodological soundness, scholarly work embedded in a coherently related and sustained line of inquiry, and scholarly recognition may include books; monographs; chapters in books and monographs; refereed articles; nonrefereed articles; other publications such as bulletins, technical and research reports, editorials, abstracts, and book reviews; invited scholarly presentations (colloquia, seminars, symposia, and conferences); honors and awards for scholarship; citations to scholarship; documentation of research in progress; or research grants or contracts received.	Criteria are identical to those for promotion to associate professor. In addition, candidates must show how national and/or international scholars have used their work and the extent of the impact this work has had on the field. In all respects, a body of cohesive research with steady publication is expected, and quality, significance, and impact are rigorously evaluated.
<b>Service/ Outreach</b>	Faculty must be involved with intra-University and extramural service, including K-12 and community college collaborations. Evidence includes contributions to the University, the local community, and the general profession, e.g., administrative offices held or services performed; chairmanship or membership on program, department, college, and university committees; participation in special university programs such as student recruitment/retention or advisor to student organization; workshops, presentations, service on local boards, seminars, colloquia; elected offices, committee assignments, proposal reviewer, program chair, discussant at professional meetings, invited addresses; journal editor or membership on editorial board; service on special panels, task forces, teams, or commissions; consultation services; honors and awards for service.	Criteria are identical to those for promotion to associate professor; however, quality, significance, and impact are more rigorously evaluated. In addition, criteria include national and/or international activity in professional organizations and consultancies and a strong and visible presence in intra University and College activities.
<p><i>Note: Faculty being evaluated supply a range of qualitative and quantitative data to serve as indicators of performance; however, those responsible for evaluation have full responsibility for interpretation. The criteria listed above identify major sources of evidence for assessment; promotion and/or tenure are not dependent upon meeting each criterion. Peer and administrative evaluation emphasize the quality, significance, and impact of each faculty member's work.</i></p>		

## **Policy on Professor of Practice Positions University of Arizona College of Education**

The title Professor of the Practice of Education describes a nontenured, nontenure-eligible faculty member who has established himself or herself by expertise, achievements, and reputation over a sustained period of time to be a distinguished professional in an area of practice or discipline but who may not have substantial academic experience. The primary responsibilities of this position are teaching courses, including seminars and independent studies, to undergraduates and graduate students in a manner that advances the educational mission of the University in a significant or substantial way. Ordinarily these positions are reserved for faculty whose responsibility consists of instruction or supervision of professional practice activities within the College. Professors of Practice may be appointed for a period of more than one academic or fiscal year but not more than three academic or fiscal years, as set forth in Arizona Board of Regents (ABOR) Policy 6-201(C). Such appointments may be renewed for subsequent periods. Practice faculty members are usually appointed at 0.5 full-time equivalent (FTE) or higher and are eligible for all benefits available to similarly appointed employees at the University.

The employment of Professors of Practice is governed by ABOR Policy Manual 6-201(C)(15), as well as the *University Handbook for Appointed Personnel (UHAP)*; <http://web.arizona.edu/~uhap/>. Practice faculty have all rights, remedies, obligations, and duties of other nontenure-track faculty members, except as specifically limited by either ABOR Policy or *UHAP*.

### ***UHAP* 3.13.03 Assistant Professors**

Appointment or promotion to nontenure-eligible assistant professor will be recommended largely on evidence of promise, adequate training, depth of knowledge in a particular specialty, and capacity to undertake high quality teaching, research, or service. A nontenure-eligible assistant professor is appointed initially for a one-year period. This appointment may be renewed an indefinite number of times subject to satisfactory annual performance evaluations. Promotion to nontenure-eligible associate professorship is possible after a minimum of six years of service in rank.

Nontenure-eligible assistant professors must be informed by the department head every five years that they are being reviewed for retention in rank or for promotion to nontenure-eligible associate professor. Such recommendations shall be considered by the standing departmental and college committees on faculty status, and be forwarded to the Provost.

### ***UHAP* 3.13.04 Associate Professors**

Appointment or promotion to the level of nontenure-eligible associate professor will require evidence of an established and productive career in addition to the qualifications required of

a nontenure-eligible assistant professor. Such an individual should be known at the state and national level for his or her particular expertise. Such a person should contribute to the departmental program in a significant fashion. Annual reappointments may be made an indefinite number of times, subject to satisfactory performance evaluations.

A nontenure-eligible associate professor may be recommended for promotion to the rank of nontenure-eligible professor at any time but normally shall be reviewed for retention in rank every six years. During the fifth year, the faculty member must be informed by the department head that he or she has the right to be reviewed for retention in rank or for promotion to nontenure-eligible professor. A review will be conducted unless the faculty member declines in writing. Recommendations resulting from these reviews must be considered by the standing departmental and college committees on faculty status, as well as the department head and dean, and forwarded to the Provost's office for decision.

### ***UHAP 3.13.05 Professors***

Appointment or promotion to the level of nontenure-eligible professor will require unique qualifications regarding expertise and experience in addition to those possessed by nontenure-eligible associate professors. Such an individual must have achieved national recognition through peer organizations and should bring distinction to the departmental program. Nontenure-eligible professors may be reappointed annually provided they continue to meet the criteria for the rank and perform satisfactorily as determined by annual performance evaluations (*UHAP*; <http://web.arizona.edu/~uhap/>).

In addition to the University guidelines as outlined above, the following College guidelines apply. Initial appointment of Professors of Practice, whether at the rank of Assistant, Associate, or Full, is considered for qualification and appointed by the Department Head and Dean.

Professors of Practice are appointed typically for one-year renewal terms, under the provisions of *UHAP 3.08*. Renewal of such appointments are at the discretion of the Department Head and the Dean in consultation with Departmental faculty. Renewal of the appointment is based upon the availability of funds and upon annual performance reviews by the Department Head in consultation with the Dean. Reviews are due annually, and in the case of non-renewal, 90-day notice must be given in accordance with *UHAP 3.13*.

A Practice faculty member, whether at the rank of Assistant, Associate, or Full, should be assigned a teaching load that is greater than that typically assigned to tenure-track faculty in the unit. Other responsibilities, assigned at the discretion of the Department/College, could include service and/or professional development and/or minimal requirements to meet academic qualification for accreditation in a particular area. Practice faculty members must demonstrate a high level of

success in academic or professional instruction/supervision. Specific qualifications for Practice faculty within each rank are as follows:

***Assistant Professor of Practice***

- Terminal degree or equivalent professional experience required. Units within the College work with the Dean's Office to define equivalent professional experience.
- Demonstrated success in academic or professional instruction.
- Potential to contribute to the advancement of learning in the field.

***Associate Professor of Practice***

- Terminal degree or equivalent professional experience required. Units within the College work with the Dean's Office to define equivalent professional experience.
- Contributions to advancing learning in the field as evidenced by professional publications, conference presentations, and local outreach work.
- Demonstrated excellence in academic or professional instruction, evidenced by student evaluations, teaching portfolios, peer review of teaching, or student outcomes.
- Evidence of leadership in instructional activity that has had significant impact on the Department, College, or University.

***Full Professor of Practice***

- Terminal degree or equivalent professional experience required. Units within the College work with the Dean's Office to define equivalent professional experience.
- Contributions to advancing learning in the field as evidenced by professional publications, conference presentations, and local outreach work.
- Demonstrated excellence in academic or professional instruction, evidenced by student evaluations, teaching portfolios, peer review of teaching, or student outcomes.
- Very high performance standard.
- Minimum expectation is for national visibility for candidate's instructional activities and/or practice, achievable through
  - leadership in professional organizations,
  - instructional methods and/or materials disseminated nationally,
  - grant funding for instructional activities/innovation.