

PART TIME FACULTY RANK AND PROMOTION GUIDELINES

Pursuant to the Faculty Handbook 2014: Article III. Sections A.8.e and A.9.e

Initial appointment as a Special Faculty or Contributed Service Faculty member shall be based on a recommendation by the Provost and the Dean of the appropriate school or college to the President. Special faculty are outside the University's tenure, non-reappointment, dismissal, termination, grievance and regular promotion policies, but retain academic freedom as described in the Faculty Handbook. Following initial appointment any petition for promotion in rank will be granted if it is approved by the college or school committee on rank and tenure.

Suggested Guidelines for Determining Rank at the Time of Initial Appointment

- Instructor/Clinical Instructor of (discipline): No post-doctoral specialty training and no previous dental teaching experience
- Special Assistant Professor/Assistant Clinical Professor of (discipline): Post-doctoral specialty training (masters or certificate)/board certification or at least two years of previous dental teaching experience and ten years of clinical experience
- Special Associate Professor/Associate Clinical Professor of (discipline): Special circumstances determined on a case-by-case basis
- Special Professor/Clinical Professor of (discipline): Will be handled on a case-by-case basis. Only consideration if the individual's credentials greatly exceed those of a special associate professor.

Timeline for Promotion Consideration

- Six years from the date of initial appointment or last promotion

Criteria for School of Dentistry's Rank and Tenure Committee to Review

- Faculty member must serve at least ½ day per week per academic year or its equivalent
- Results of a co-worker survey administered to those who teach with the candidate in a laboratory or clinical setting
- Chair's letter which cites the co-worker survey, the annual performance review by students, and conversations/observations that have occurred between the candidate and the course director and/or the department chair

Ranks and Disciplines Article III. A.8.c and A.9.c

Special Faculty

- Instructor of (discipline)
- Special Assistant Professor of (discipline)
- Special Associate Professor of (discipline)
- Special Professor of (discipline)

Contributed-Service Faculty

- Clinical Instructor of (discipline)
- Assistant Clinical Professor of (discipline)
- Associate Clinical Professor of (discipline)
- Clinical Professor of (discipline)

PART TIME FACULTY CO – WORKER SURVEY

5 4 3 2 1
Strongly Agree Agree Neutral Disagree Strongly Disagree

- A. The faculty member is organized, logical and has sound academic instincts _____
- B. The faculty member effectively communicates his/her knowledge _____
- C. The faculty member acts in a professional manner and has high standards _____
- D. The faculty member is available during assigned hours and is approachable _____
- E. The faculty member treats students with respect _____
- F. The faculty member treats peers with respect _____

- G. Overall Rating As A Teacher (5 = high and 1 = low) _____

Comments

Approved: 02-23-15