

Clinical appointments are appropriate for individuals whose primary role will focus on the teaching and service missions of the School of Education. Individuals appointed to the non-research, clinical ranks will carry heavier teaching loads than those appointed to the research academic ranks. Likewise, it is expected that they will carry a heavier student service load and will be assigned to teach courses that include field experiences, practica, and internships.

### Criteria for Appointment

- § Superior clinical skills and specialized expertise in an area central to one of the School of Education=s undergraduate, graduate, or continuing professional development programs. The expectation is that the clinical appointee will bring a rich set of practice experiences to the program/department where the appointee will be placed.

### Levels of Appointment

- § Appointment will be made at the level of Clinical Lecturer for individuals who have completed a master's degree.
- § Appointment will be made at the level of Clinical Assistant Professor for individuals who have completed the doctoral or terminal degree.
- § Appointment will be made at the level of Clinical Associate Professor for individuals who have completed the doctoral or terminal degree and have five years of successful teaching experience as an adjunct instructor.
- § Appointment will be made at the level of Clinical Professor for individuals who have completed the doctoral or terminal degree and have at least five years of successful, full-time teaching beyond promotion to Clinical Associate Professor.

### Criteria for Reappointment

- § Evidence of outstanding teaching performance.
- § Evidence of highly competent service in the form of student advising, administration of field experiences, technical support, and/or mentoring.

### Term of Appointment

- § Probationary period of four years with annual reappointment during the first four-year period. Initial appointment is for one year with notification of non-reappointment occurring at least six months prior to the end of the year one period.

§ During the second and subsequent years, at least twelve months notice of non-reappointment must be given.

§ After the probationary period, longer-term contracts may be offered. These contracts may be for a maximum of five years, and may be renewable an unlimited number of times.

#### Annual Review

§ Clinical appointees will be reviewed using the same procedures as those for tenured/tenure track faculty. The exception is that clinical appointees will only be reviewed in the domains of teaching and service, not based on research performance.

#### Criteria for Promotion

§ Dossiers submitted for promotion in clinical rank will follow the same path as dossiers submitted for a tenure track promotion. The candidate will prepare a dossier with a candidate=s statement and sections on teaching and service. Directions for the preparation of materials are outlined in the teaching and service sections of the School of Education=s Promotion and Tenure Guidelines. In promotions for clinical appointees special consideration will be given to:

§ Multi-source documentation of high quality teaching including, but not limited to, student evaluations, colleague evaluations of classroom performance, participation in workshops and conferences, and syllabi. Other forms of evidence that may be provided include web pages, video, assessment tools, teaching awards, and mentoring of associate instructors.

§ Participation in the intellectual life of the university, evidenced by attendance and/or presentations at programs such as the Scholarship of Teaching and Learning.

§ Participation in appropriate departmental functions that relate to the program to which they are assigned.

§ A record of appropriate service at the program, department, school, and/or university level.

§ The clinical promotion dossier will be submitted to the department chair and a vote of the department faculty will be conducted and reported to the School of Education Promotion, Tenure and Contracts Committee.

§ The Promotion, Tenure and Contracts Committee will vote and communicate a recommendation with the recorded vote to the University Dean of Education.

§ The University Dean of Education will forward a recommendation to the Dean of Faculties.

Cap

§ Non-tenure track faculty (full-time Lecturer and Clinical appointees) may occupy no more than 20 percent of the total number of full-time faculty. In other words, tenure track/tenured faculty will constitute at least 80 percent of the full-time faculty.

Approved 3/19/02 by Faculty Affairs Committee, forwarded to Policy Council on 3/20/02