GUIDELINES FOR PROFESSOR OF PRACTICE APPOINTMENTS AND PROMOTION (12-27-12)

I. GENERAL PURPOSE

The purpose of these guidelines is to provide criteria and procedures for evaluation and promotion of professor of practice faculty at Oregon State University. These guidelines serve to define and differentiate clinical track faculty appointments from the traditional academic (tenure) track. These guidelines are consistent with the Promotion and Tenure Guidelines of Oregon State University, particularly as they related to promotion, and will be implemented in conjunction with those guidelines. These guidelines should not be interpreted to alter the provisions of Board rules on fixed term appointments.

II. ACADEMIC POSITIONS

This document defines the responsibilities of professor of practice faculty at Oregon State University and serves to provide guidance to such faculty in assessing the appropriateness of their activities. The scope of responsibilities outlined in the mission statement of Oregon State University dictates that the faculty be comprised of individuals with widely varying activities and responsibilities to fulfill the mission of the University.

In recognition of this, Oregon State University recognizes several faculty categories. Each category is created to be unique to the responsibilities and expectations of faculty within, but nothing in this document is to imply a hierarchy of importance between tenure track and clinical track faculty.

Professor of Practice Faculty

As a Land Grant university, Oregon State University has as part of its mission the conduct of locally/regionally meaningful research and community outreach and engagement. To meet these mission needs, OSU has faculty located across the state of Oregon, in some cases in small communities that are isolated from the resources typically available to other university faculty as well as faculty who have access to typical resources but who are doing work that while of great significance on a local or regional basis is difficult to publish in peer refereed journals because of its’ localized nature. Faculty who are working under such circumstances are best defined as professors of practice. They need the training and skills of other professorial faculty but use these skills in ways that are not readily measured by usual professorial metrics. Position titles include Assistant, Associate and Professor of Practice. Scholarship designed to meet local needs and university service is expected. Professor of Practice faculty are not eligible for tenure but are eligible for multi-year, rolling contracts at the Associate and full Professor ranks.
III. PROCEDURES FOR INITIAL APPOINTMENT OF PROFESSOR OF PRACTICE FACULTY

Professor of Practice positions will be created after careful review of individual position circumstances by a department and college. This position type is only to be used where a position is deemed essential to the OSU mission but because of location, assigned work area or other unique circumstances the faculty member would be challenged in meeting usual tenure-track faculty performance metrics. The process for identifying and evaluating candidates for initial appointment to Professor of Practice positions will follow the same faculty search committee procedures as for traditional academic (tenure) track appointments. Announcements and position descriptions will clearly state the nature of the position.

Professor of Practice faculty appointments are fixed term at the assistant rank but are eligible for multi-year, rolling contracts at Associate and full Professor levels. Position announcements must clearly state such eligibility, if to be offered. Reappointment is at the discretion of the department head/dean.

Candidates for appointment in Professor of Practice positions are expected to have the same training and skill sets required of tenure-track faculty as well as a demonstrated understanding, or demonstrated success in appointments at higher ranks, of the ability to succeed in the unique circumstances of their appointment. Ability to work independently, ability to work in situations where immediate or on-going access to usual academic tools is limited, and/or the ability to work in a research or educational arena where there are few academic peers is essential.

IV. ANNUAL EVALUATION, THIRD-YEAR REVIEW AND PROMOTION OF PROFESSORS OF PRACTICE

Faculty members in the Professor of Practice ranks will be evaluated annually by their immediate supervisor (department head, Extension regional administrator or Branch Station Director) and academic unit leader. The evaluation will include an assessment of the individual’s involvement in educational programs, research programs, student advising, scholarly activities, service contributions and other duties as defined in their position description. Position descriptions must specifically define the level and types of scholarship and level and types of service expected as these may differ from those of tenure-track faculty. Third-year reviews and promotion per se shall be conducted following the procedures outlined for tenure-track faculty. Reviews and recommendations at the unit, college and university levels will follow procedures established by the Oregon State University Promotion and Tenure Guidelines as applicable to promotions. The Provost will make the final decision on whether or not to promote.
V. PROFESSOR OF PRACTICE SCHOLARSHIP AND CREATIVE ACTIVITY

All Oregon State University faculty in the professorial ranks have a responsibility to engage in scholarship and creative activity. Scholarship and creative activity are understood to be intellectual work whose significance is validated by peers and which is communicated. In general, scholarly expectations for Professor of Practice faculty will be between 10 and 15% of the individual’s total position expectations. This level of scholarly expectation differs from tenure track faculty who have relatively larger scholarly expectations.

The appropriateness and importance of the type of scholarship will vary with the expectations of the position. The principle of peer review and recognition becomes increasingly important as the faculty member progresses through academic ranks. In the case of Professor of Practice faculty, emphasis is placed on peer recognition as a local practitioner. Peer recognition results from scholarly accomplishments that can take many forms. Authorship of extension publications, local or regional “practice” publications, book chapters, videotapes, other educational materials and electronic information delivery media is considered appropriate. Invited presentations, poster and podium presentations, and published abstracts at state and national levels are other examples of scholarship. Documented local or regional adoption of practices developed through research activities is considered scholarship. Advising government agencies, industry, or professional groups are all considered evidence of scholarship. Authorship of a patent in the faculty member’s field is considered as evidence of creative scholarship. Honorary degrees, awards recognizing community, professional and/or scientific achievements, and fellowship in national professional and/or scientific organizations are considered as evidence of peer recognition.
Proposed criteria for Promotion of Senior Instructors or FRAs to Senior II

Criteria for Promotion of Instructors

Promotion from the rank of Instructor to Senior Instructor may be considered after four years of full-time service, calculated from the hire date to December 31 of the calendar year prior to the promotion decision (promotion decisions are made in June of the following year). For part-time instructors at 0.50 FTE or greater, promotion to Senior Instructor may be considered after accumulating the equivalent of four academic years of full-time service. For fixed-term instructors with extended prior service, promotion to the rank of Senior Instructor cannot be made effective before the end of the third year of full-time service, or the accumulation of its equivalent for part-time instructors at 0.50 FTE or greater.

To be promoted, a candidate must:

- have a graduate degree appropriate to the assigned duties, or comparable educational or professional experience;
- have special skills or experience needed in the unit;
- have an exceptional record of achievement in the assigned duties.

Promotion to the rank of Senior II Instructor may be considered after four years of full-time service at the rank of Senior Instructor, or the accumulation of its equivalent for part-time instructors at 0.50 FTE or greater. To be promoted, a candidate must have a sustained record of exceptional achievement and evidence of professional growth and innovation in assigned duties.

The criteria for Teaching, Advising, and Other Assignments in this document can provide guidelines for documenting and evaluating the level of achievement. Promotions cannot be made from non-professorial to professorial ranks.

Criteria for Promotion of Faculty Research Assistants

Faculty with non-professorial rank are hired in positions to meet units' specific needs. Criteria for promotion will therefore be specific to the candidate's position description.

Promotion from Faculty Research Assistant to Senior Faculty Research Assistant may be considered after four years of full-time service, calculated from the hire date to December 31 of the calendar year prior to the promotion decision (promotion decisions are made in June of the following year). For Faculty Research Assistants with extended prior service, promotion to the rank of Senior Faculty Research Assistant cannot be made effective before the end of the third year of full-time service. To be promoted, a candidate must:

- have a graduate degree appropriate to the field in which the research activities are performed, or comparable educational or professional experience;
- demonstrate a high level of competence, achievement, and potential in research, or serve effectively in a position requiring high individual responsibility or special professional expertise;
- demonstrate a high degree of initiative in research and leadership among research colleagues in the department, as documented in authorship, management responsibilities, and creative approaches to research.

Promotion to the rank of Senior II Faculty Research Assistant may be considered after four years of full-time service at the rank of Senior Faculty Research Assistant. To be promoted, a candidate must have a sustained record of exceptional achievement and innovation in assigned duties.
Revised Faculty Ranks to include Clinical & Professor of Practice; Senior II levels

FACULTY RANKS (http://oregonstate.edu/admin/aa/faculty-handbook-academic-freedom-and-faculty-appointments)

Employees of the Oregon University System are faculty, (academic or professional), and classified (support staff). OSU has adopted "Guidelines for Academic Appointments” that specify how faculty ranks are assigned. Copies of these guidelines can be accessed at the following website http://oregonstate.edu/admin/hr/policies.html.

Professorial Rank. Professorial ranks (Professor, Associate Professor, Assistant Professor) are reserved for faculty whose responsibilities and positions carry the expectation of scholarly accomplishments. Expectations for each rank are given in Promotion and Tenure Guidelines (Chapter 8). Faculty with professorial rank include:

1. Regular faculty (paid all or in part by state accounts).
2. Senior Research faculty (fixed-term faculty paid entirely or primarily from research grants or contracts). Titles for these faculty are listed either as Professor (Senior Research) or Senior Research Professor; Associate Professor (Senior Research) or Research Associate Professor; and Assistant Professor (Senior Research) or Research Assistant Professor.
3. Clinical faculty and Professor of Practice faculty. Titles for these faculty are listed as Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor; or Professor of Practice, Associate Professor of Practice, Assistant Professor of Practice.
4. Courtesy faculty — faculty not paid by OSU accounts, but who contribute to the mission of the University through teaching, research, or service.
5. Visiting faculty — visitors on leave from other institutions of higher education or the private sector and paid by OSU accounts.
6. Adjunct faculty — the term adjunct is used when a department chooses to recognize the contribution of an OSU faculty member who is employed by another unit within the University.

Professional Position Titles without Rank. Faculty in academic support, administrative support, and student support units are assigned professional titles when, in the view of the unit administrator and the appropriate vice provost, a professional position title most adequately describes the responsibilities of the position and qualifications of the individuals holding those positions.

Research Associate. The rank of Research Associate requires the highest degree appropriate to the field in which the research is being conducted. Research Associates are generally not principal investigators. Two uses of this rank are made at Oregon State University:

- for career doctoral-level researchers, and
- for postdoctoral trainees.

Instructor, Senior Instructor, and Senior II Instructor. These ranks are used for faculty with primary responsibilities in instruction who hold positions that do not carry a substantial expectation for scholarly accomplishments. All faculty members with the rank of Instructor must be on fixed-term (non-tenure-track) appointments. Senior Instructors and Senior II Instructors may be granted tenure.

Faculty Research Assistant, Senior Faculty Research Assistant, and Senior II Faculty Research Assistant. These ranks are used for key support faculty members engaged in research. The positions require bachelor's degrees but not the doctoral degree or other terminal degree appropriate to the field in which the research is being conducted.