

NON-TENURE TRACK ACADEMIC APPOINTMENTS AND PROMOTIONS

(1) Purpose

The purpose of this policy is to define those full-time faculty ranks at UHCL which are not tenured and which do not lead to a tenure decision. All appointments to non-tenure track rank shall be effective upon the terms of the appointment letter/contract.

(2) Definitions

(2.1) A non-tenure-track (NTT) faculty appointment is a faculty appointment with no expectation or accrual of time towards tenure at the University of Houston – Clear Lake.

(2.2) Terminal Degree: The highest level of education you can achieve in a specific academic field or professional career. These are often academic or professional doctorates but in certain creative or applied fields where doctorate degrees are not standard, a master's degree serves as the top credential (e.g. Master of Fine Arts (MFA)).

(2.3) Courtesy Appointment: Courtesy Appointments are unpaid non-tenure track faculty appointments. If any position is to be considered a courtesy appointment, it will be designated as such in the offer letter.

(3) Policy

(3.1) The following ranks are considered part of the non-tenure track at UHCL:

a. lecturer: lecturer and senior lecturer

b. instructional faculty: instructional assistant professor, instructional associate professor, instructional professor

c. clinical faculty: clinical assistant professor, clinical associate professor, clinical professor

d. research faculty: research assistant professor, research associate professor, research professor

e. professor of practice

e. post-doctoral fellow

f. any visiting position

g. adjuncts faculty: —Adjunct faculty are part-time positions not covered under this policy but by UHCL 02.A.03 AP – Adjunct Faculty Appointments.

Further descriptions of the positions for each rank (a – f), along with applicable guidelines are provided herein.

(3.2) Courtesy appointments – Courtesy appointments are without formal workload requirements, without compensation from the university and, do not create an employer/employee relationship, and do not require an I 9 to be completed. All NTT ranks in this policy may be granted as a courtesy appointment. The discretion of which rank to use is left to the Dean, though the general expectation is that the rank will mirror that of the faculty member's home institution, if applicable, or the requirements of the compensated form of the rank. All courtesy appointments require Provost approval. A courtesy appointment may run concurrently with an adjunct faculty appointment. All appointments that are courtesy appointments will be clearly stated as such in the offer letter.

(3.3) Lecturer / Instructional Assistant Professor– The Lecturer / Instructional Assistant Professor positions are NTT faculty appointments for individuals with (Inst. Asst. Prof) or without (Lecturer) a terminal degree teaching one or more specific courses or participating in pedagogical or curriculum-related activities. Appointments are up to one full academic year. Appointment renewal is possible but should not be expected. Expectations and workload, including any deviations from the standard workload as set forth in UHCL 05.A.07 AP Workload Policy for Faculty (UHCL 05.A.07), must be clearly detailed in the offer letter and, when applicable, the renewal letter.

(3.4) Senior Lecturer / Instructional Associate Professor – The Senior Lecturer / Instructional Associate Professor positions are NTT faculty appointments held by individuals with (Inst. Assoc. Prof) or without (Senior Lecturer) a terminal degree who teach one or more specific courses or engage in pedagogical or curriculum-based activities. Appointments are normally three full academic years, although shorter-duration contracts are permitted if the Provost demonstrates there are conditions that require this, such as the closure of a program, exigency or discontinuance if the Provost determines that a three year contract would not be economically feasible while a shorter term contract would (e.g. the faculty's program is in a teach out or is under formal consideration for discontinuance, accreditation requires a switch to a tenure track hire, the university's financial statements demonstrate a net operating deficit) Any non-renewal decisions will be communicated ahead of the deadlines in 76.1. Appointment renewal is possible but should not be expected. Expectations and workload, including any deviations from the standard workload as set forth in UHCL Workload Policy for Faculty 05.A.07, must be clearly detailed in the offer letter and, when applicable, the renewal letter.

- a. ~~A minimum of five years in the position of Lecturer / Instructional Assistant Professor at UHCL is required for consideration for promotion to Senior Lecturer / Instructional Associate Professor. Promotion to Senior Lecturer / Instructional Associate Professor is intended to recognize individuals with a continuing and significant contribution to teaching at UHCL.~~
- b. ~~Colleges must outline criteria for promotion to Senior Lecturer / Instructional Associate Professor.~~
- c. ~~Lecturers / Instructional Assistant Professors may apply for promotion in the spring semester of their fifth full year of service in the rank. The dean should notify them when they are eligible to apply. Promotion follows the tenure track promotion schedule and procedure, with the following deviations:~~
 1. ~~The process must include a review by a committee composed of faculty from the academic program(s) in which the Lecturer faculty member serves. This committee may include members with the following titles: Senior Lecturer, Instructional Associate Professor, Instructional Professor, Assistant Professor, Associate Professor, and Professor. A majority of the committee should hold tenure. Committee members from outside the academic program may be included as needed, in consultation with the Dean.~~

Commented [CW1]: This does not seem like something that should be in a policy. HR will make that determination based on relevant laws, not university policy.

Commented [CS2]: Provost wanted fewer examples here. In the discussion he seemed like he was leaning towards only exceptions for structural reasons, like exigency and discontinuance, than mere "economic concerns", which I would argue is a faculty friendly shift.

Commented [CW3]: Wouldn't this be covered under the program discontinuous policy?

Commented [CW4]: This seems incredibly niche, like they were searching for reasons.

Commented [CW5]: This is almost every year. This is basically an open invitation to never give someone a 3 year appointment.

Commented [WP6R5]: I agree. A net deficit can be small, short term, or resolved quickly, not necessitating a shorter contract. A 3-yr contract should be the norm for an NTT promotion, with some security against short-term economic downfall, especially when there's significant demand for the courses taught by the NTT faculty member.

Commented [CS7R5]: FC wanted "three years". Deans wanted "up to three years". The compromise is "three years unless X", where X is some objective off-ramp. It seems to be a good compromise because so far absolutely nobody likes it. Feel free to change X, but they will bounce back or, worse, just revise out and approve a guaranteed three year renewal.

Commented [CS8]: Provost says "appointment renewal possible but not expected" is too scary and suggested the new language. This seems to be a faculty-friendly change.

Commented [WP9]: I suggest adding another deviation: make the 3-yr review optional, with just a 3-member committee.

CSE discussed this with Lecturers this past spring who recommend this directly, since applying for a NTT promotion is not a requirement of the position. (We are ready to propose this to CSE faculty now, but probably need to wait till this policy is passed.)

Commented [WP10R9]: Proposed language (for example):
A non-tenure-track faculty member may choose to undergo a pre-promotion review in the third year or later of full-time service at UHCL. The purpose of this review is to provide formative feedback regarding progress toward promotion in Teaching and Educational Activities and Service. ~~In this revised draft, the~~ This pre-promotion review is optional.

Commented [WP11]: I feel members of the promotion committee should have gone through a promotion process themselves. I suggest removing Assistant Professors from being eligible for this committee. Otherwise it could (will) be a conflict of interest.

~~2. External review letters are not required unless the candidate is being evaluated on their research, scholarly, or artistic activities.~~

~~3. After review by the college Dean, recommendations for promotion are then forwarded to the Senior Vice President for Academic Affairs and Provost. The Provost's decision is final.~~

~~4. If promotion is unsuccessful, the applicant must wait a minimum of two academic years before being reviewed again (e.g. a candidate reviewed unsuccessfully in 2029-2030 could apply in spring 2031 to be reviewed in the 2031-2032 academic year). Unsuccessful applicants who allege an error in the process may utilize the grievance procedure.~~

~~d. Promotion to Senior Lecturer / Instructional Associate Professor earns a 5% salary increase.~~

~~e.a. An individual may be hired directly into the rank of Senior Lecturer / Instructional Associate Professor if they meet the qualifications and experience requirements for the position, even if they have not previously served as a Lecturer / Instructional Assistant Professor at UHCL. Specifically, candidates with equivalent experience in a comparable teaching-focused faculty role at another accredited institution of higher education may be considered eligible for appointment at the rank of Senior Lecturer / Instructional Associate Professor, provided they demonstrate a record of excellence in teaching, service, and professional contributions consistent with the expectations of the rank at UHCL.~~

Commented [CW12]: Do we really need this. Getting external reviews is a pain in the rear and trying to get outside faculty to volunteer to review NTT faculty will be very difficult.

Formatted: Normal (Web)

(3.5) Instructional Professor – Instructional Professor is a NTT faculty appointment held by individuals with a terminal degree. ~~Appointments are normally three full academic years, although shorter duration contracts are permitted if the Provost determines that a three year contract would not be economically feasible while a shorter term contract would (e.g. the faculty's program is in a teach out or is under formal consideration for discontinuance, accreditation requires a switch to a tenure track hire, the university's financial statements demonstrate a net operating deficit making layoffs a non trivial possibility).~~ Appointment renewal is possible but should not be expected. Appointments are normally three full academic years, although shorter-duration contracts are permitted if the Provost demonstrates there are conditions that require this, such as the closure of a program. Any non-renewal decisions will be communicated ahead of the deadlines in 76.1. Expectations and workload, including any deviations from the standard workload, as set forth in UHCL Workload Policy 05.A.07 must be clearly detailed in the offer letter and, when applicable, the renewal letter.

Commented [CW13]: Same comment as before

Commented [CS14]: Provost wanted fewer examples here. In the discussion he seemed like he was leaning towards only exceptions for structural reasons, like exigency and discontinuance, than mere "economic concerns", which I would argue is a faculty friendly shift.

An individual may be hired directly into the rank of Instructional Professor if they meet the qualifications and experience requirements for the position, even if they have not previously served as an Instructional Associate Professor at UHCL. Specifically, candidates with equivalent experience in a comparable teaching-focused faculty role at another accredited institution of higher education may be considered eligible for appointment at the rank of Instructional Professor, provided they demonstrate a record of excellence in teaching, service, and professional contributions consistent with the expectations of the rank at UHCL.

~~a. A minimum of five years in the position of Instructional Associate Professor at UHCL is required for consideration for promotion to Instructional Professor. Promotion to Instructional Professor is intended to recognize individuals with a longstanding, outstanding contribution to teaching at UHCL.~~

~~b. Colleges must online criteria for promotion to Instructional Professor.~~

~~e. Instructional Associate Professors may apply for promotion in the spring semester of their fifth year of service in the rank. The dean should notify them when they are eligible to apply. Promotion follows the tenure track promotion schedule and procedure, with the following deviations~~

- ~~1. The process must include a review by a committee composed of faculty from the academic program(s) in which the Instructional Associate Professor serves. This committee may include members with the following titles: Instructional Professor, Assistant Professor, Associate Professor, and Professor. A majority of the committee should hold tenure. Committee members from outside the academic program may be included as needed, in consultation with the Dean.~~
- ~~2. External review letters are not required unless the candidate is being evaluated on their research, scholarly, or artistic activities.~~
- ~~3. After review by the college Dean, recommendations for promotion are then forwarded to the Senior Vice President for Academic Affairs and Provost. The Provost's decision is final.~~
- ~~4. If promotion is unsuccessful, the applicant must wait a minimum of two academic years before being reviewed again (e.g. a candidate reviewed unsuccessfully in 2029-2030 could apply in spring 2031 to be reviewed in the 2031-2032 academic year). Unsuccessful applicants who allege an error in the process may utilize the grievance procedure.~~

~~d. Promotion to Instructional Professor earns an 8% salary increase.~~

~~e. An individual may be hired directly into the rank of Instructional Professor if they meet the qualifications and experience requirements for the position, even if they have not previously served as an Instructional Associate Professor at UHCL. Specifically, candidates with equivalent experience in a comparable teaching focused faculty role at another accredited institution of higher education may be considered eligible for appointment at the rank of Instructional Professor, provided they demonstrate a record of excellence in teaching, service, and professional contributions consistent with the expectations of the rank at UHCL.~~

Commented [WP15]: Again, I suggest not including Assistant Professors on a committee reviewing promotion. This could put an untenured faculty member in an awkward position.

Formatted: Normal (Web)

(3.6) Visiting Faculty – Visiting faculty appointments are non-voting NTT positions held by individuals who assume faculty responsibilities at the UHCL on a temporary basis. Visiting faculty appointments can be either full-time or part-time appointments. If any visiting faculty position is to be considered a courtesy appointment, it will be designated as such in the offer letter.

- a. Appointment ranks include Visiting Lecturer, Visiting Scholar, Visiting Assistant Professor, Visiting Associate Professor, Visiting Professor, Visiting Research Faculty, ~~and~~ Visiting Clinical Faculty, Executive-in-Residence, and Artist-in-Residence. Degree or professional requirements must match the equivalent non-visiting faculty appointment.
- b. Appointments are limited to a maximum of three years within a ten-year period. The three years need not be consecutive. Any appointments greater than one year are subject to annual review (UHCL 03.A.02 A- Annual Faculty Review Policy).
- c. The workload associated with all visiting faculty positions is articulated in the offer letter and should follow the UHCL Workload policy 05.A.07 for the non-visiting associated rank.

Commented [CW16]: In the past we have had executive in residence and artist in residence. Should we include those as well?

Commented [CS17R16]: Yes. Can you add both of these plus the non-visiting rank of Professor of Practice?

(3.7) Clinical Faculty—Appointments as Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor are NTT positions. Clinical faculty positions are faculty appointments held by individuals who are primarily engaged in client and/or field-based educational programs, or clinical instruction and/or delivery of patient care on a full-time basis. In addition to their educational responsibilities, clinical faculty members are also expected to contribute to: service at the department, college, or university level; or to scholarly research in the discipline; or under certain circumstances a combination of both. However, clinical faculty members will not be required to participate in all three professional domains to the same degree expected of tenured/tenure-track faculty members. These roles are designed to foster a long-term relationship with the university but do not guarantee a specific teaching load or continuous employment. The terms of the appointment, including any periods without teaching or other compensated work, compensation (if provided), and workload expectations will be clearly outlined in the offer letter. College faculty and dean will establish criteria in their criteria for each rank of Clinical Faculty.

Commented [CW18]: With the creation of instructional faculty, do we need the same promotion pathway process or will this become more like research faculty?

- a. Clinical Assistant Professor appointments are for one full academic year. Clinical Associate Professor and Clinical Professor appointments are normally three full academic years, ~~Appointments are normally three full academic years, although shorter duration contracts are permitted if the Provost determines that a three-year contract would not be economically feasible while a shorter term contract would (e.g. the faculty's program is in a teach-out or is under formal consideration for discontinuance, accreditation requires a switch to a tenure track hire, the university's financial statements demonstrate a net operating deficit making layoffs a non-trivial possibility). Appointment renewal is possible but should not be expected. Appointments are normally three full academic years, although shorter duration contracts are permitted if the Provost demonstrates there are conditions that require this, such as the closure of a program.~~ Any non-renewal decisions will be communicated ahead of the deadlines in 76.1. Dismissal during the term of appointment will be in accordance with the Faculty Dismissal policy.
- b. ~~Clinical Assistant Professors seeking promotion to Clinical Associate Professor, and Clinical Associate Professors seeking promotion to Clinical Professor, may apply for promotion in the spring of their fifth year in that rank at UHCL. The dean should notify faculty when they are eligible for promotion. The promotion process will follow the tenure track promotion schedule and procedure, with the following deviations:~~
 1. ~~The process must include a review by a committee composed of faculty from the academic program(s) in which the faculty member serves. For promotion to Clinical Associate Professor, the committee may include members with the following titles: Clinical Associate Professor, Clinical Professor, Instructional Associate Professor, Instructional Professor, Assistant Professor, Associate Professor, and Professor. For promotion to Clinical Professor, the committee may include members with the following titles: Clinical Professor, Instructional Professor, Assistant Professor, Associate Professor, and Professor. A majority of the committee should hold tenure. Committee members from outside the academic program may be included as needed, in consultation with the Dean.~~
 2. ~~External review letters are not required unless the candidate is being evaluated on their research, scholarly, or artistic activities.~~
 3. ~~After review by the college Dean, recommendations for promotion are then forwarded to the Senior Vice President for Academic Affairs and Provost. The Provost's decision is final.~~
 4. ~~If promotion is unsuccessful, the applicant must wait a minimum of two academic years before being reviewed again (e.g. a candidate reviewed unsuccessfully in 2029-2030 could~~

Commented [CS19]: Provost wanted fewer examples here. In the discussion he seemed like he was leaning towards only exceptions for structural reasons, like exigency and discontinuance, than mere "economic concerns", which I would argue is a faculty friendly shift.

~~apply in spring 2031 to be reviewed in the 2031-2032 academic year). Unsuccessful applicants who allege an error in the process may utilize the grievance procedure.~~
~~e. Promotion to Clinical Associate Professor earns a 5% salary increase. Promotion to Clinical Professor earns an 8% salary increase.~~

(3.8) Research Faculty – Appointment as Research Assistant Professor, Research Associate Professor, or Research Professor will be a NTT appointment.

Research professorships are generally courtesy appointments to establish a long-term relationship, typically focused on research conducted at or in collaboration with UHCL. These positions do not carry any teaching obligations.

- a. Research faculty appointments are up to one full academic year. Reappointment as research faculty is possible.
- b. Research faculty may submit proposals for funding as principal investigators.
- c. Research Faculty may serve concurrently as adjunct faculty, enabling them to teach courses for compensation in their role as adjunct faculty.
- d. Research faculty may serve on thesis and dissertation committees at the option of individual colleges as outlined in college by-laws. This work may be voluntary or compensation may be provided in line with the UHCL Workload Policy 05.A.07.
- e. Completion of a terminal degree is required for the appointment with appropriate experience and background for each of those ranks and may carry whatever rank is appropriate (e.g., research associate professor). College faculty and dean will establish criteria for each rank of Research Faculty.
- f. Rank of a Research Faculty position will be specified in the offer letter. Research Faculty are not required to pursue promotion as a condition of reappointment.
- g. Research faculty ~~participating as principal or co-investigator in externally funded research may be compensated from external funding at rates equivalent to tenure-track faculty of equivalent rank for equivalent work.~~

(3.9) Post-Doctoral Fellow – A post-doctoral fellow is a researcher who has completed a doctoral degree (usually a PhD) and is engaged in advanced, mentored research training to deepen expertise, build a publication record, and prepare for a long-term career in academia, industry, government, or nonprofit research.

(3.9.1) The designation of Post-Doctoral Fellow can be conferred upon an individual whose duties normally consist of conducting research with a faculty member or within an academic program at UHCL.

(3.9.2) A Post-Doctoral Fellow is normally appointed for one year or more after completion of a doctoral degree and is typically hired by the university in cases where external funding is available.

(3.10) Professor of Practice - Professors of Practice are non-promotion-eligible NTT positions held by professionals with significant, high-level, technical, business, or artistic real-world experience rather than a traditional research-focused background. Professors of Practice can be either full-time or part-time

Commented [SGM20]: There are no timelines or process for promotion. Was this intentional?

Commented [SC21R20]: Yes. We just weren't seeing a career research professor at UHCL. We left the door open if it does happen, but this was mostly intended for courtesy appointments for people who are working with us on research and need to use our facilities.

Commented [CW22]: So if I have a grant, I can't pay a research professor?

Commented [CW23]: This does not seem necessary

positions whose duties may encompass teaching or instructional related responsibilities; research, scholarly, or artistic; and/or service.

(4.0) Promotion procedures

(4.1) The promotion-eligible non-tenure-track ranks that follow the standard promotion procedures are Lecturer (3.1a), Instructional Assistant Professor (3.1b), Instructional Associate Professor (3.1b), Clinical Assistant Professor (3.1c), and Clinical Associate Professor (3.1c)

(4.2) Lecturers seeking promotion to Senior Lecturer, Instructional Assistant Professors seeking promotion to Instructional Associate Professor, and Clinical Assistant Professors seeking promotion to Clinical Associate Professor may apply for promotion in their fifth year in their current rank at UHCL. Colleges must outline criteria for promotion. Successful promotion will come with a 5% salary increase.

The process must include a review by a committee composed of faculty from the academic ~~program(s)~~ program(s) in which the faculty member serves. This committee may include members with the following titles: Senior Lecturer (only for promotion to Senior Lecturer), Instructional Associate Professor, Instructional Professor, Clinical Associate Professor, Clinical Professor, Associate Professor, and Professor. A majority of the committee should hold tenure. Committee members from outside the academic ~~program-program~~ program may be included as needed, in consultation with the Dean.

(4.3) Instructional Associate Professors seeking promotion to Instructional Professor, and Clinical Associate Professors seeking promotion to Clinical Professor may apply for promotion in their fifth year in their current rank at UHCL. Colleges must outline criteria for promotion. Successful promotion will come with an 8% salary increase.

The process must include a review by a committee composed of faculty from the academic program(s) in which the faculty member serves. This committee may include members with the following titles: Instructional Professor, Clinical Professor, Associate Professor, and Professor. A majority of the committee should hold tenure. Committee members from outside the academic program may be included as needed, in consultation with the Dean.

(4.4) For all non-tenure track faculty seeking promotion, the procedure follows the tenure-track promotion schedule and related procedures (UHCL Promotion and Tenure Policy – 03.A.01 AP - Section 7) with the following deviations.

- a. External review letters are not required.
- b. Dates are shifted forward one month (e.g. a September 15 committee report deadline for tenure-track faculty will be an October 15 deadline for non-tenure-track faculty.)
- c. After review by the college Dean, recommendations for promotion are then forwarded to the Senior Vice President for Academic Affairs and Provost. The Provost's decision is final.
- d. If promotion is unsuccessful, the applicant must wait a minimum of two academic years before being reviewed again (e.g. a candidate reviewed unsuccessfully in 2029-2030 could apply in spring 2031 to be reviewed in the 2031-2032 academic year). Unsuccessful applicants who allege an error in the process may utilize the grievance procedure.

a.—

Commented [CS24]: Requested by Provost. Copied from UH policy.

Commented [CS25]: Provost wants all the promotion procedures combined in one section of the document.

Formatted: List Paragraph, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

Formatted: List Paragraph, Justified, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

Commented [CS26]: Provost wanted the timeline shift to avoid overloading committees.

1.

Formatted: Normal (Web)

(54.0) Voting rights

All ranks in 3.1 a-c above that are not courtesy appointments are able to vote in college faculty meetings unless specifically precluded in their college by-laws.

(65.0) Annual Review

(65.1) All full-time NTT faculty members employed for two continuous long semesters are required to submit documentation for Annual Review an annual performance review as determined by Human Resources.

(65.2) Each college shall develop, maintain, and publish an Annual Faculty Review (AFR) policy that clearly defines the performance and productivity expectations for all paid NTT faculty who hold appointments greater than one academic year. College AFR policies will rate a faculty member's based on duties outlined in the offer letter each year. The lowest possible rating on a college's NTT AFR rating scale will be called "does not meet expectations." A "does not meet expectations" rating indicates that a faculty member has not met the minimum expectations for performance and productivity within a given professional domain for the annual review period.

Commented [CW27]: UHCL practice has been for post-docs to do staff evaluation, not faculty. If they need to do faculty evaluations, is it their post-doc supervisor or department chair/dean who does the evaluation?

Commented [WP28R27]: This is a good question. Should Post-docs be considered staff positions rather than NTT faculty? Usually they are hired by individual faculty members to perform research, so should be evaluated by that faculty member as staff.

(76.0) Dismissal and non-reappointment

(76.1) NTT faculty are not guaranteed reappointment. The decision not to renew the appointment of a NTT faculty member is not a form of dismissal for cause. Non-reappointment does not require justification of professional inadequacy nor is the faculty member entitled to a statement of the reasons for such a decision. Notice of non-reappointment for the following academic year must be provided by May 15 March 1 (e.g. a faculty member who will not be reappointed for the 2031-2032 academic year must be notified by May 15 March 1, 2031.)

Commented [CS29]: March 1 may work here. Provost thinks this is too late.

For faculty members on multi-year contracts who have received satisfactory evaluations in all categories in both of their prior two years, the non-reappointment deadline will be December 15 (e.g. a faculty member who will not be reappointed for the 2031-2032 academic year must be notified by December 15, 2030.)

Commented [CS30]: The Provost suggested having an earlier deadline for well-performing faculty. I don't think any of us will object to this change. Legal might have some thoughts, but I think we can approve this language with the caveat that we will accept the change without demanding it back if legal reverses it.

(76.2) Dismissal of a Non-Tenure-Track faculty during the term of appointment will be in accordance with Policy 04.A.02 AP – Faculty Dismissal.

8.0 Implementation of new faculty ranks – On the effective date of this policy, current lecturers and clinical faculty with terminal degrees may request to change their title to the equivalent instructional faculty title with consent from their dean and provost. If granted, the title change will take effect at the beginning of the subsequent academic year.

Commented [CS31]: I wrote it as automatic conversion originally and the response from admin was "HELL NO". Faculty with terminal degrees may apply for instructional positions when they are opened up. They're going to end up paying different amounts so automatic conversion is a budget planning issue. Saying they can change title with the consent from their dean and provost isn't automatic, but it's also toothless.

Internal administrative note: Fiscal Impact Statement – This is deleted before policy is approved.

Commented [CS32]: Provost: This shouldn't be here. This should be in a transition document about how to handle implementing the policy but not the policy itself.

The required expenditure for this policy change is \$0, as it does not require any faculty to be moved into the new ranks.

If we transition all NTT lecturers and senior lecturers with terminal degrees to the instructional track and they are all promoted to the newly created instructional professor rank in the next six years, the additional cost of that third promotion rank would be approx. \$67,200/year.

With the creation of the instructional faculty position, we need something like:

At the time of the passage of this policy, current lecturers and clinical faculty with terminal degrees may (should?) change their title to the equivalent instructional faculty title with consent from their dean and provost.

Commented [CS33]: I wrote it as automatic conversion originally and the response from admin was "HELL NO". Faculty with terminal degrees may apply for instructional positions when they are opened up. They're going to end up paying different amounts so automatic conversion is a budget planning issue. Saying they can change title with the consent from their dean and provost isn't automatic, but it's also toothless.