

## PROPOSED FACULTY TITLES

### Justification for Creating Laureate Faculty Title

The following description will be added to the Definitions section of the *University Handbook for Appointed Professionals*. The laureate title has been used to hire faculty whose appointments bring exceptional strategic benefits to departments, including Noam Chomsky in Linguistics and Allan Weisman in Journalism. This title could also be used for exceptionally accomplished faculty with whom departments wish to establish ongoing relationships, for example for limited-term residencies or collaborations on research. This title is cited in our *Shared Governance Memorandum of Understanding* (II.D) as a noncompetitive hiring category for “uniquely qualified appointments” because it was used as a noncompetitive hiring category before 2010, when it was replaced by the more broadly applicable “strategic opportunity” category. Laureate appointments provide departments with an honorific title that can be used to establish various types of relationships with faculty whose achievements will bring recognition to their programs and enable students to consult with top researchers and practitioners in their fields.

*Laureate is a title that can be used with the approval of the President for emeritus, nontenure, or designated-campus-colleague appointments for faculty with nationally and internationally recognized achievements that will bring strategic benefits to the University.*

### Justification for Creating Global Lecturer and Global Professor Titles

This description will be added to the Definitions in UHAP to fit the needs of the University’s micro-campuses. On some micro-campuses, UA faculty teach or co-teach courses. The UA faculty may be hired specifically to teach on the micro-campus, or they may be regular UA faculty with a temporary assignment to the micro-campus. On other micro-campuses, the courses are taught by the faculty from the partner institutions. Depending on the size and scope of the micro-campus, the employment expectations differ significantly. The *Global* faculty titles will provide us with a demarcated set of specifications that meet the needs of these varied institutional partnerships.

*Global Lecturer and Global Professor are titles used with faculty appointments on the University’s international campuses. Global Lecturer is the appropriate title for faculty who are Designated Campus Colleagues because they are employed by a partner institution, while Global Professor is the title to be used for those employed by the University. Like faculty with visiting and adjunct titles, global lecturers and professors serve in enrollment-dependent positions and are not entitled to notices of nonrenewals or annual reviews and will not have ranked titles.*

### Justification for Using Emeritus as a Faculty Title for Former Administrators

This section will be added to UHAP after the section on emeritus faculty appointments to formalize the established practice of offering emeritus titles to deans and other administrators who return to the faculty after exceptionally meritorious service in administrative appointments.

*UHAP 3.1.05 Additional Emeritus Titles: With the approval of the President, an administrator who returns to the faculty before retiring may be given the title of dean emeritus or other secondary emeritus title following a distinguished record of service to commemorate exceptional contributions to the university. Such titles do not provide the benefits given to emeritus faculty upon retirement.*

### Justification for Using *Clinical Faculty* Title for Clinical Professors and Faculty with Clinical Scholar Titles

The UA Colleges of Medicine in Phoenix and Tucson have created expanding networks of clinical faculty to prepare residents and advance clinical research. These faculty are Designated Campus Colleagues and not UA employees. Their clinical duties make up the majority of their workloads, and their clinical work is integral to their research and teaching. This term will be reviewed for promotion using a new clinical dossier template and review process.

*Clinical Faculty include clinical professors and College of Medicine faculty with clinical scholar titles.*

## PROPOSED CHANGES IN PROMOTION REVIEWS

### 1. Justification for UHAP Revisions to Clinical-Track Faculty Promotion Reviews

Clinical professors and faculty with clinical scholar titles in UA Colleges of Medicine in Phoenix have distinctive duties that do not align with the dossier template and review procedures for other types of faculty. The proposed review procedures have been developed in consultation with faculty and administrative leaders in the Colleges of Medicine, but these provisions will be made available to all clinical faculty whose Notices of Appointment cite the related sections of the *University Handbook for Appointed Personnel* (UHAP).

The proposed UHAP changes will revise the reviews of faculty with clinical series and clinical scholar titles to use a Clinical Faculty Dossier Template. The review process will include peer reviews at the department and college level with approval by the related deans, and appeals to the Senior Vice President for Health Sciences. As with other career-track faculty, units will decide whether to require external reviews in their departmental and college criteria.

#### Related Revision to UHAP Chapter 3

A track changes version of the proposed edits to UHAP is included below.

#### 3.3.03 Promotion Reviews of Career-Track Faculty

Career-track faculty members in designated titles may be reviewed for promotion. Promotions from lecturer to senior or principal lecturer require a review by a departmental committee, a recommendation by the relevant head or director, and the approval of the appropriate dean or vice president. A more extensive review is required for promotions of career-track faculty in designated professorial titles such as assistant or associate professors of practice, research or clinical assistant or associate professors, or other such titles specified by the University for career-track professorial appointments. As noted in UHAP 3.3.03.c and 3.3.03.f, Promotions for such appointments may occur only after reviews at the department and college levels with approval by the Provost, or by the appropriate dean for faculty with clinical series or clinical scholar titles. ~~as noted in UHAP 3.3.03.e.~~

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#### C. Levels of Review

Dossiers for the promotion of career-track faculty other than lecturers and clinical faculty will be prepared following the same guidelines as those for tenure-eligible or tenured faculty, though external reviews may not be required in some colleges. Directions on preparing dossiers are provided on the Provost's webpage.

#### Related Addition to UHAP Chapter 3

A proposed addition to UHAP 3.3.03 is included below.

#### Clinical Faculty

*Clinical faculty include those with clinical professors and College of Medicine faculty with clinical scholar titles. Promotion reviews for clinical faculty will use Clinical Faculty Dossiers that include rigorous assessments of the quality of clinical care provided by the faculty member. Units may decide to include external reviews and are encouraged to include other reviews of the quality of clinical care. Clinical faculty promotions may be made following reviews by Standing Advisory Committees at the department and college level upon the recommendation of a department or unit head with the approval of the appropriate dean. Appeals of decisions on the promotion of clinical faculty in the health sciences will be made to the Senior Vice President for Health Sciences. Other clinical faculty may appeal to the Provost.*

## 2. Justification for UHAP Revisions to Acknowledge Role of Senior Vice President for Health Sciences in Promotion Reviews

The Senior Vice President for Health Sciences currently offers input on promotion reviews. The proposed revision will formally acknowledge this existing practice.

### Related Revision to UHAP Chapter 3

A track changes version of the proposed edits to UHAP is included below.

#### C. Levels of Review

Dossiers for the promotion of career-track faculty other than lecturers will be prepared following the same guidelines as those for tenure-eligible or tenured faculty, though external reviews may not be required in some colleges. Directions on preparing dossiers are provided on the Provost's webpage.

Reviews of career-track faculty dossiers will involve the following levels in a multiple-department college:

1. Departmental Standing Advisory Committee on Faculty Status (where the department contains sufficient personnel to warrant such a committee);
2. Department or unit head;
3. College Standing Advisory Committee on Faculty Status;
4. Dean of college; and
5. Provost, [with input from the Senior Vice President for Health Sciences on dossiers from health science colleges.-](#)

## 3. Justification for UHAP Revisions and Guidelines for Track Transfers Across Tenure, Continuing-Status, and Nontenure-Eligible Positions

Faculty currently transfer across our various tracks without clear policies and consistent procedures. To provide guidance to faculty and administrators, UHAP 2.06.14 on noncompetitive appointments will be edited to refer to the **Guidelines for Track Transfers**, which will be included on the webpage of the Vice Provost for Faculty Affairs. These provisions do not apply to changes among clinical, educator, and research series titles in the Colleges of Medicine. The Guidelines are included on the next page. These Guidelines have been developed through collaborations among Senate and administrative leaders with input from the Office of the General Council and deans and department heads.

### Related Revision to UHAP Chapter 2

A track changes version of the proposed edits to UHAP is included below.

#### UHAP 2.06.14 Noncompetitive Search

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#### 7. Advancement Due to Employee Recognition

In recognition of an employee's talents, contributions, and performance, a hiring authority may appoint a current employee to a different position within the hiring authority's area of responsibility without conducting a competitive search. [Faculty transfers between tenure and other tracks should be made following the Guidelines for Track Transfers across Tenure, Continuing-Status, and Nontenure-Eligible Career-Track Positions, which is available on the website of the Vice Provost for Faculty Affairs.](#)

## **Guidelines for Track Transfers across Tenure, Continuing-Status, and Nontenure-eligible Career-Track Positions**

Faculty can transfer across tenure, continuing-status, and nontenure-eligible career-track appointments with the approval of the Provost following recommendations by the designated committees and administrators, including the Senior Vice President for Health Sciences in the colleges of Medicine, Nursing, Pharmacy or Public Health. Track Transfers may be made throughout the year but should be based on annual performance reviews and related discussions with department heads or program directors and deans. Transfers to tenure-track and continuing-track appointments must include peer reviews by faculty in the unit and should consider hiring priorities and program needs as well as faculty members' performance. All such appointments are governed by the related policies in the *University Handbook for Appointed Personnel* and the *ABOR Policy Manual*. The following procedures are guidelines that may need to be adapted to individual situations in consultation with deans and the Office of the Provost. Colleges may also establish additional procedures.

**For transitions within the career-track (CT) from lecturers to nontenure-eligible professor appointments,** candidates should submit a complete promotion dossier following the procedures in [UHAP 3.03.3](#). As required in UHAP 3.03.3.E, reappointments of lecturers to CT professor titles involve the conversion of a position and must be "justified by increased responsibilities such as expanded teaching or supervisory duties." This change in duties should be noted in the workload assignment in the promotion dossier.

**For track transfers from tenure-eligible (TE) or continuing-eligible (CE) appointments to career-track positions or other year-to-year appointments,** little documentation is required. To request a transfer to a CT nontenure-eligible appointment or other year-to-year appointment, TE or CE faculty members should consult with their department heads or school directors. Following upon such consultations, the following document should be submitted to the Provost's Office:

- Memo from faculty member or CE professional requesting the change,
- Curriculum Vitae,
- Brief recommendation from director or department head, and endorsement from the appropriate dean.

Such changes in appointments should be completed before the year of a candidate's mandatory review as noted in [UHAP 3.1.01G](#) – Changes in Appointments and Rehires of Tenure-eligible and Tenured Faculty. Once a candidate's dossier reaches the Provost's Office for review in January, a transfer to a CT appointment may not be possible. Appointments to CT positions after being turned down for tenure or continuing status are only possible through an appeal to the President, as discussed in [UHAP 3.1.01G](#).

**For track transfers from CT to TE or CE appointments,** the following sections of the appropriate promotion dossier should be reviewed by a departmental committee, director or head, college committee, and dean. If approved by the Office of the Provost, a college-level peer review may not be required if the review needs to be expedited to work within pressing time constraints, for example with a retention case or a job offer. Following the departmental and college reviews, the materials should be forwarded for approval to the Provost, and also the Senior Vice President for Health Sciences, if the position is in the colleges of Medicine, Nursing, Pharmacy, or Public Health. With guidance from the Provost's Office, these materials may be amended to fit individual situations, as for example with ad hoc reviews to retain a candidate or with a review of a candidate who was previously in a TE position.

- Section 1: Summary Data Sheet, including prior service as appropriate
- Section 2: Workload Assignment
- Section 3: Promotion Criteria for Department and College
- Section 4: Curriculum Vitae
- Section 5: Candidate Statement
- Section 6: Teaching Portfolio
- Section 7: Evaluation of Teaching
- Section 11: Recommendations from a departmental or college committee, head or director, dean and Senior Vice President for Health Sciences for candidates from related colleges.

**For transfers from CT positions to appointments with tenure or continuing status,** a full promotion review should be conducted using the appropriate promotion dossier and review process, including external reviews, unless otherwise approved by the Office of the Provost. The number of years in the prior position should be documented on the Summary Data Sheet in the Promotion Dossier.