

REQUIREMENTS FOR APPOINTMENT, REAPPOINTMENT, AND PROMOTION FOR CLINICAL TEACHING TRACK (C/T) FACULTY IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES, UNIVERSITY OF COLORADO DENVER

INTRODUCTION

The Clinical Track is intended for non-tenure track faculty who participate in a broad range of teaching, service and scholarly activities. Clinical Track appointees will have comparable ranks to tenured faculty (i.e., Assistant, Associate and Full Professor), except that in referring to them in official documents, the designation C/T will be placed after the academic rank (e.g., Assistant Professor C/T).

The purpose of this document is to provide a written reference for the procedures and requirements for appointment, reappointment and promotion of Clinical Track faculty within the College of Liberal Arts and Sciences (CLAS). Additional references that are also applicable are the sections that apply to faculty appointments in the Laws and Policies of the Regents of the University of Colorado.

A Clinical Track appointment is an “at will” appointment that is not a tenure track appointment. Instructors and Senior Instructors may be hired into the C/T. Searches may also be conducted for new hires directly into the C/T.

Nominations for and promotions within the C/T can come from any member of the department faculty, but must be approved by a majority of the voting faculty, and must be accompanied by a written recommendation from the Department Chair. The candidate must compile a complete application packet (outlined below under Appointment and Evaluation of Clinical Teaching Track Faculty) which the Chair will forward to the CLAS Dean. Instructors and senior instructors who are not part of a department can be nominated for the C/T track by an Associate Dean in CLAS.

The Dean will make the final decision as to whether the individual should be recommended to the Chancellor for a C/T appointment or reappointment. The Dean will utilize the recommendations of the Departmental Chairs and the best interests of the primary unit and of CLAS in appointments or reappointments. In disputed cases or for promotions within the Clinical Track, the Dean will consult the Dean’s Advisory Committee Clinical Track (DAC-C/T), which will initially be made up of three members of the Dean’s Advisory Committee, three members of the Alternate Track task force and an Associate Dean. The DAC-C/T will ultimately consist of three members of the DAC, three C/T faculty members and an Associate Dean. In addition, the Dean will consult with the CLAS Council and the CLAS BPC regarding the percentage of faculty hired into the Clinical Track in each primary unit.

CRITERIA FOR APPOINTMENT, REAPPOINTMENT, AND PROMOTION OF CLINICAL TRACK FACULTY MEMBERS, CLAS

The specific expectations and criteria for evaluation of teaching, service and scholarly activity will be determined by primary units in CLAS and must be approved by the Dean and the Provost. CTT faculty members should be engaged in at least 10% time/effort in each area—teaching, research/creative/scholarly activities, and service. A typical appointment will consist of 80% teaching; 10% research/creative/scholarly activities; and 10% service. Primary units can request deviations from this typical appointment, but such requests require approval by the Dean. Also,

any changes in initial appointments (80/10/10) to the time/effort in the service, research/creative/scholarly activities, or teaching areas would require approval by the dean.

RANKS WITHIN THE CLINICAL TRACK

Assistant Professor C/T: Assistant Professors in the clinical teaching track must have the terminal degree. In addition, candidates for this rank must provide evidence of ability to assume high quality independent teaching and administrative service, and the potential for professional development through scholarly activity.

Associate Professor C/T: Associate Professors in the clinical teaching track must have the terminal degree. Promotion or appointment to Associate Professor C/T marks a significant point in the development of a faculty member's professional career. The individual must demonstrate excellence in the area of primary responsibility as well as significant contributions in the other areas.

Professor C/T: Professors in the clinical teaching track must have the terminal degree. Faculty at this rank should have a minimum of five years at the rank of Associate Professor C/T or its equivalent. At this stage of an individual's career, he or she must demonstrate outstanding contributions in the area of primary responsibility, as well as significant contributions in the other areas.

APPOINTMENT AND EVALUATION OF CLINICAL TEACHING TRACK FACULTY

All C/T appointments are, by law, at-will and are deemed to end no later than the end of the third academic year after the appointment is made, at which time the appointment will automatically terminate unless the appointment is affirmatively renewed by the University. Appointments to C/T rank may be renewed at the discretion of the University for various reasons, including but not limited to satisfactory performance, the needs of the Department and CLAS, and the availability of state or other sources of funding. Assignment to any level of the C/T is dependent upon documentation that one has met the criteria for that rank.

Initial Appointment to any rank C/T

In the process of initial nomination for the C/T, the candidate will provide an application packet including a curriculum vitae, materials relevant to the appointment (e.g., currency of practice knowledge and skills, student evaluations, faculty interview data, evidence of scholarship) and letters of recommendation. For the ranks of Assistant and Associate Professor C/T there must be three letters, including at least one from outside of the department. For the rank of Professor C/T, five letters are required, two from outside the department. These letters will be solicited by the Department Chair after consultation with the department faculty and the candidate. The application packet will be reviewed by voting members of the department, who will make a written recommendation to the Department Chair. The Chair will then review the application and make a written recommendation for rank to be forwarded to the DAC-C/T, which will make a recommendation to the Dean of CLAS. The Dean will, in turn, forward all of these materials with a recommendation to the Provost. The Provost will make a recommendation to the Chancellor, who will make the final decision regarding appointment.

Re-appointment within the C/T and promotion to Associate or Full Professor C/T

For promotion to the ranks of Associate or Full Professor, C/T candidates must submit all of the materials required for initial appointment to these ranks. For re-appointment candidates must submit all materials required for initial appointment as well, with the exception of letters of recommendation. Candidates for re-appointment or promotion must also include a copy of the most recent employment contract, a professional plan, annual performance evaluation reports, a

summary of teaching activities, teaching evaluations, a summary of scholarly activities and a summary of service activities. Other evidence of productivity would also be welcome. After the materials for re-appointment or promotion within the C/T are reviewed by the primary unit, the Department Chair will forward a written recommendation to the DAC-C/T, which will make a recommendation to the Dean of CLAS. The Dean will then forward all of these materials with a recommendation to the Provost. The Provost will make a recommendation to the Chancellor, who will make the final decision with regard to re-appointment or promotion. A copy of all of the reports and recommendations will be placed in the faculty member's personnel file.

RIGHTS AND BENEFITS

Faculty in the C/T track will be eligible to participate in University benefits programs consistent with other instructional faculty appointments, i.e., health/life insurance programs, retirement benefits (excluding the University Supplemental Annuity Program), professional leave and faculty governance as permitted by department, college, and university policy. C/T faculty are not eligible for tenure.

PERIODIC REVIEW

The CLAS Council will review this policy periodically to assess its effectiveness in light of the College's mission and needs.