



Administrative Policy

Title:	Clinical Teaching Track Faculty Appointments
Source:	Provost's Office
Prepared by:	Associate Vice Chancellor for Academic Affairs
Approved by:	Roderick Nairn Provost and Vice Chancellor for Academic and Student Affairs
Effective Date:	January 1, 2015
Replaces:	"Clinical Teaching Track Faculty: Guidelines for the Denver Campus" (2011)
Applies:	Denver Campus

A. Introduction

As defined in Regent Policy 5.L: "Faculty members who hold Clinical Teaching Track titles are not eligible for tenure...Faculty on the Clinical Teaching Track participate in a broad range of teaching and/or clinical activities and provide service to the university and the community, based upon their clinical obligations. They participate in research and scholarly activities to a limited degree. Clinical Teaching Track faculty are expected to demonstrate continued professional growth in their fields. Each school with Clinical Teaching Track faculty titles may have additional requirements for faculty holding these titles."

The purpose of this policy is to outline the general requirements for clinical teaching track appointments and the processes for appointment, promotion and other actions concerning clinical teaching track (CTT) faculty at CU Denver.

B. Policy Statements

1. Parameters for Time and Effort of CTT Appointments.

a. Teaching must be the principal activity of every CTT appointment. A typical appointment would consist of 80% teaching, 10% service/leadership and 10% research/creative work or scholarly activity. CTT faculty members should engage in at least 51% of time/effort in teaching, and at least 10% time/effort in leadership and service, and 10% in research/creative work or scholarly activities. Deviations from these parameters must be approved by the supervising dean and the provost.

b. CTT positions are not primarily administrative appointments; any administrative assignment for a CTT faculty member may be included within the leadership/service category or may require a separate contract and a part-time CTT appointment.

c. The annual merit evaluation matrix for CTT faculty (typically 80% teaching, 10% service/leadership and 10% research/creative work or scholarly activity) must align with the

assigned distribution of time/effort (e.g. 80/10/10). Teaching must be the principal activity of every CTT appointment.

2. Appointment and Promotion Processes

a. Each primary unit will develop a written document that describes the criteria for appointment to each of the CTT ranks, as well as promotions to higher ranks. The primary unit criteria must be approved by the dean and the provost. No CTT faculty may be hired in a unit until it has approved criteria in place.

b. Each school/college will develop a written document that describes the processes for appointment and promotion within the CTT title series and any additional requirements or criteria for each title beyond those described in Regent policy. The document, which must be approved by the provost, should include:

- Procedures for initial appointments into the CTT series. A search committee, including faculty members, makes recommendations to the dean. If he/she agrees, the dean forwards the recommendation to the provost who, if in agreement, sends the recommendation to the chancellor for final approval.
- Procedures for promotions within the CTT series. The appropriate faculty committee(s) within the school/college review(s) requests for promotion and makes recommendations to the dean. If he/she agrees, the dean forwards the recommendation to the provost who, if in agreement, sends the recommendation to the chancellor for final approval.

c. Any changes in the initial time/effort distribution, as described in the letter of offer, require approval by the dean and the provost.