OM 5.1.0 Titles, Status and Definitions

[History]

About This Policy

Effective Date: September 1995
Last Updated: May 2017
Responsible University Office: President's Office
Responsible University Administrator: President
Policy Contact: Office of the Provost
provost@clarkson.edu

A. Faculty shall hold one of the five recognized academic ranks: instructor, assistant professor, associate professor, or professor. The ranks of assistant professor, associate professor, and professor are tenurable ranks. The rank of instructor is not tenurable. The rank of instructor may be assigned to persons without anticipating their subsequent promotion to tenurable rank. A search to fill a position held by an instructor must be conducted no less frequently than every three years. Although the professional staff in Aerospace Studies, Military Science, Physical Education, the Library, and Office of Information Technology may carry faculty titles, they are not tenurable, and their positions are not governed by these Faculty Policies as specified in Section 5.0 and its Sub-Sections 5.1 through 5.9.

Specialty Faculty Appointments

In order to maintain the quality, flexibility, and continuity of the academic activities of Clarkson University in all their aspects (instructional, scholarly, and service), the work of the regular faculty must be complemented by the services of other qualified persons engaged in the generation or dissemination of knowledge, on a part-time or full-time basis, in positions regarded as conferring specialty faculty status.

B. The prefix of “Adjunct” to a faculty rank shall be restricted to those whose commitment outside the University takes precedence over their commitment to the University. Adjunct faculty are not tenurable.

C. The prefix of “Visiting” to a faculty rank shall be restricted to true visitors, e.g., temporary appointments and visits by distinguished faculty. For a temporary appointment to be continued beyond one year, approval of the president is required. Visiting faculty are not tenurable.

D. The prefix of “Supervising” to a faculty rank shall be restricted to those faculty whose only responsibility includes supervision of students in clinical field work or supervision of student and/or research at their place of employment. Supervising faculty are not tenurable.

E. “Professor of Practice” shall be restricted to those faculty who by virtue of nonacademic industry related experiences, are hired to bring a unique, current area of expertise to teaching. This experience and expertise must be distinct from that which would be brought by a conventional faculty member and should be aligned with a specific institutional need or required area of expertise. Professor of Practice faculty are not tenurable.

Specialty Faculty 5.1 B-E guidelines for appointment are provided in the chart below. Specific terms may vary within the guidelines of each appointment and will be specified within each appointment contract.

<table>
<thead>
<tr>
<th>Category</th>
<th>Contract Length</th>
<th>Required Terminal Degree</th>
<th>Faculty Senate Voting Rights</th>
<th>*May supervise graduate research</th>
<th>May be Principal Investigator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjunct</td>
<td>temporary (less than annual)</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Visiting</td>
<td>temporary (less than annual)</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Supervising faculty</td>
<td>regular (annual)</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Professor of Practice</td>
<td>regular (multi-year)</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*Department rules may specify additional requirements

Career Track Faculty Appointments include tenure, clinical, teaching, and research faculty as specified in Section 5.0 and its Sub-Sections 5.1 through 5.9

F. The prefix of “Clinical” to a faculty rank shall be restricted to those faculty whose professional activities involve patient care and/or instruction of professional students in patient care situations and who do not have the required research responsibilities of tenure-track faculty members. No more than 50% of the full-time equivalent faculty positions in Physical Therapy should be Clinical faculty rank. Except in unusual circumstances as approved by the President, transfers from the tenure track faculty ranks to clinical faculty ranks are prohibited. Clinical faculty are not tenurable.
G. A teaching track appointment shall be restricted to faculty whose primary duties involve teaching, including advising of students, and University service, although additional duties drawn from those listed above in OM Sections 5.2.B through 5.2.D may be assigned. Teaching track appointments shall be capped at 20% of the total career track faculty. In cases with reasonable cause, as agreed by the faculty-senate and the appropriate designated administrators, the cap may increase up to 25% as a response to short-term exigencies. The duties for a Teaching faculty member shall be specified in their contract. The prefix “Teaching” to the faculty rank shall only be used in the faculty member’s contract and shall not be used as a designator for a faculty member in any public database. Except in unusual circumstances as approved by the President, transfers from the tenure track faculty ranks to teaching faculty ranks are prohibited. Teaching track faculty are not tenurable.

H. The prefix of “Research” to a faculty rank shall be restricted to positions funded predominantly through external sources, such as research grants. Research appointees are not tenurable.

I. The title “Clarkson Distinguished Professor” shall be applied to tenured professors who have exhibited characteristics that clearly exceed the requirements for promotion to professor as defined in the Operations Manual. Candidates will be identified within operational units, reviewed and recommended by a procedure substantially the same as that followed for promotion, including review by the promotion committee, with final approval by the President.

J. The administration, at its discretion, may continue individuals in the ranks they hold at the time this policy is adopted, even if their titles do not conform to the definitions described above. Likewise, the president may approve courtesy appointments that carry faculty titles when such appointments further the mission of the University. However, absent special circumstances it is the case that all future appointments to faculty ranks and titles should conform to the above definitions.

History

Approved by Administrative Council, September 1995
Approved by Faculty Senate, October 1995
Revision Approved by Faculty Senate, April 2001
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