E6.0 – Policies on Faculty Rank

October 30, 2014
Changes – Section I.A. and IX

Section I.A. and Section IX regarding adjunct faculty:

• The word “part-time” was removed
  Information listed in the table and in section IX
• Information in the table in the section I. under rank was removed
Changes – Section II.B.

The word “will” changed to “shall” throughout

• Section II.B. 1. College Promotion Committee(s)
  – Composition:
    • Wording was added for guidance in the event a committee cannot serve.
    • **New wording**: “In cases where a promotion committee member cannot serve, that member shall be replaced as outlined in the college’s policy.”
  – Wording was added to specify who can serve as chair to clarify that the chair must be selected from among the college members of the committee.
    • **New wording**: “The committee will select its chair from committee members within the college.”
Changes – Section II.B. cont.

1.a Tenure Track Faculty:

– Wording was added to address the promotion from assistant to associate professor:

  • **New wording:** (i). “For the promotion from the rank of assistant professor to associate professor at the time of tenure, the composition, responsibility, and voting of the committee that handles the promotion is covered in policy [E5.0 Policies on Tenure](#). In the rare case of promotion from the rank of assistant professor to associate professor after the time of tenure, the committee structure and function will be same as described below in section II.B. a. ii.”

– Wording added regarding who could serve as chair of the committee for joint appointments:

  • **New Wording:** “The committee will select its chair from committee members within the college in which the candidate’s primary appointment and tenure reside.”
Changes – Section II.B. cont.

1.c Non-Tenure Track Research Faculty:

– Words “...senior in rank to the candidate...” were relocated to apply to all members of the promotion committee and is consistent with the membership of the other promotion committee.

– **New wording** “...shall be composed of six faculty members senior in rank to the candidate.”
Changes – Section II.C.

University Promotion Review Committee:

• Wording changed regarding when the university promotion committee can be called and when calling the committee, and the word “may” was changed to “shall” to provide consistency in the process.

  – New wording: The University Promotion Review Committee is comprised of the chairs of the college promotion committees. The provost shall call the Committee if there is disagreement between the committee and the dean. The provost shall also call the Committee if the provost disagrees with positive recommendations from both the Committee and the dean. The provost may call the committee in other cases.
Changes – Section II.C. cont.

- Wording added to provide guidance on the section of the selection of the college committee representative to the university committee when more than one promotion committee in a college exists.

  - **New wording:** “If a college has more than one promotion committee, the college’s promotion committee chair representative to the University Promotion Committee shall be selected according to college policy. If the college does not form a promotion committee in a given year, the name of the chair from the college’s most recent promotion committee shall be included in the pool.”
Changes – Section II.D.

• 4. Wording added to remind colleges that the request for the names of reviewers can be made prior to 15 September, e.g. in May when the candidate responds to the nomination.

– New wording: “Candidates for promotion to Professor shall submit the names of the suggested external reviewers at this time, if not previously submitted, along with documentation outlined in section IV.C. of this policy.”
Changes – Section II.D. cont.

• 9. wording added for consistency with section II.C

   – **New wording**: “The provost shall also convene the University Promotion Review Committee when there are disagreements among the college promotion committee, the dean and the provost.”
Section II.E.

3. Wording regarding promotion denial that was in the policy in the past is being reinstated.

- **New wording:** “If the promotion is denied, at least one full calendar year must elapse between applications for promotion.”
Changes - Section II. F.

Table 2 Access to documentation:

• Department heads allowed access to external review letters regardless of rank – table adjusted to reflect this.
Changes - Section IV

IV.A. Criteria: The word “necessarily” was removed.

• **New wording:** Candidates for promotion shall be judged in terms of whether they have a record that is deemed excellent overall. This record does not necessarily require excellence in all three areas and may be demonstrated in multiple ways, e.g., the candidate has exhibited a balanced record of achievement in all three areas, or excelled in at least two of the three areas with continued growth, development, and accomplishment in the other, or in the rare case excelled significantly in one area with continued growth, development, and accomplishment in the other two.
Changes - Section VI cont.

• Promotion to Senior Lecturer or Principal Lecturer – change in format for consistency

A. Nominations: The wording and structure were captured from the section on the promotion to professor to provide consistency.

B. and C. changes are the same:
   • Change in order: eligibility then criteria
   • Documentation was moved from previous section to follow the same structure as that for promotion to professor.
Changes – Section VI cont.

• Section VI. C. 2: Language for senior to principal changed to be consistent with the language used for lecturer to senior:

  “After four years of full-time teaching as a senior lecturer at RIT including any credits received, a senior lecturer is eligible to apply for promotion to principal lecturer.”

  Change made for clarity and consistency between the two lecturer promotion categories.
Changes – Section VII

NTT Research

- Made the structure of this section consistent with the other promotion sections, e.g. criteria and documentation were separated
- Title was changed to more accurately reflect the content of the section
- Wording was added to reflect there may be a change in the source of the research faculty’s funding if teaching and service are added to the research faculty member’s contract

- **New wording:** “In that case, the faculty member’s contract must specify the term of service, duties and the funding that will be used to cover that fraction of the research faculty member’s salary and benefits.”
Wording added to reflect documentation required if a research faculty member is assigned teaching or service responsibilities.

- **New wording**: “If the candidate has been asked to teach or do service in this period (see section VII A), the portfolio shall include relevant examples of pedagogical approach, student and peer evaluations, or documentation of service activities. In all cases...”
Policy History

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• The policy history was edited to reflect the full history of the policy.