

## SPECIAL TITLE PROFESSORIAL APPOINTMENTS

### 1. Introduction

The standard academic titles of Assistant Professor, Associate Professor and Professor, together with approved criteria, are well established and are now being used by Area Committees and administrative officials in the appointment and promotion of individuals to academic positions within the University. These titles and criteria appear to be satisfactory for the great majority of positions. There are, however, a few areas where research and creative work in the usually accepted sense, do not constitute a significant part of a staff member's activity and may not even be appropriate to the position. Yet the University has established programs in some of these areas and has need for professionally competent people to meet the teaching and public service responsibilities required by these programs. To meet these responsibilities effectively and to maintain a competitive position in the manpower market, a "Special Title" professorial series is established as defined below.

### 2. Definition and Illustration

- a) The Special Title Series shall be a professorial series paralleling, above the rank of Instructor, the regular Professorial Series. To be appointed or promoted to the rank of Professor (or Assistant Professor or Associate Professor) of Music, Medicine or English, etc.--the regular professorial series-- an individual shall continue to be judged by the criteria already approved and established for these titles and ranks, including research and publication. To be appointed or promoted to the rank of Professor (or Assistant or Associate Professor) of Applied Music, Clinical Medicine, etc. --the Special Title Series-- an individual shall be judged by the criteria appropriate and approved for the special position.
- b) To establish Special Title positions and criteria, the initiating department shall prepare a document:
  - 1) Demonstrating the need for such a position
  - 2) Suggesting an appropriate descriptive title, and
  - 3) Proposing criteria for appointment and promotion to each of the three ranks within the title series.

These criteria must be approved by the dean of the college concerned and by the President of the University, who as a part of the approval procedure shall submit the proposed criteria to the appropriate Area Committee for comment and advice. These criteria as approved shall form the basis for consideration by Area Committees and administrative officials whenever recommendations for appointment or promotion are submitted to them.

### 3. Terms of Employment

- a) Normal periods of service for appointment in the Special Title ranks shall be the same as for the corresponding ranks in the regular professorial series. The terms of employment shall be stated in the appointment record.

- b) Promotion from an Assistant Professorship to an Associate Professorship in the Special Title series shall, so far as tenure is concerned, be subject to the same procedures as the present professorial series.

#### 4. Appointment, Promotion, and Review Criteria and Procedure

- a) The Special Title series is not intended to serve as a means for appointing or promoting in the regular disciplines individuals who are unable to qualify for appointment or promotion because of demonstrated lack of research competence. Rather, it is a title series which recognizes the needs of a few departments for specialized teaching and other services. Therefore, the appointment or promotion of an individual to the Special Title series should be recommended only where teaching or other needs are so specialized in character that they can be met with greater effectiveness by faculty members in the special series.

In addition to the above requirements, an appointment as Professor in the Special Title series will be approved only where the appointee's services are of exceptional quality and when his value to the University and his salary are to be at the level of a full Professor in the regular professorial series.

- b) Before an individual can be recommended for appointment or promotion in the Special Title series, the position must already have been authorized by the President, acting upon recommendations from the department chairman and dean.
- c) Subject to the qualification stated in the preceding paragraph, appointment, promotion, and review PROCEDURES shall be those established for the regular professorial ranks.
- d) Appointment, promotion, and review CRITERIA shall be those approved for the Special Title position when it has been established in the manner specified above.

#### 5. Conditions of Employment

- a) Appointment to a Special Title position will not normally imply a specific responsibility to engage in research.
- b) Titles in this series will not be granted to a registered student or candidate for a higher degree at this University.
- c) Individuals in the Special Title series will be assigned heavier instructional and/or other duties than are assigned to persons in the regular professorial ranks, of whom research and publication is a specific requirement.
- d) Appointees in the Special Title series are eligible for membership in the University Senate.

- e) Appointees in the Special Title series may teach lower division and upper division courses. With the approval of the Dean of the Graduate School they may teach graduate courses. Appointment or promotion to the rank of Associate Professor in the Special Title series does not result automatically in membership in the Graduate Faculty.
- f) Appointees in the Special Title series are eligible for sabbatical leave in accordance with stated sabbatical leave policies, for retirement benefits, as set forth under the University Retirement System, and for other appropriate benefits and privileges available to staff members in the regular professorial series.