**College of Health Solutions**

**Criteria for appointment, promotion and tenure, and retention of faculty and academic professionals**

**Approved by the faculty assembly- 3/18/16**

**Approved by the Dean on 2/13/16**

**Tenure Guidelines for Faculty**

In considering tenure cases, the College is guided in large part by the definitions, policies, and procedures described in the ASU Academic Affairs Manual ([ACD 506-04: Tenure](http://www.asu.edu/aad/manuals/acd/acd506-04.html)). Unit administrators, personnel committees, and tenure candidates are expected to familiarize themselves with the ACD manual prior to and throughout the tenure review process in order to develop a clear

understanding of the policy and processes.

The College is also guided by specific tenure criteria as articulated by each academic unit. Each academic unit must have criteria that specify metrics for excellence in the unit’s field(s).

**Promotion Guidelines for Faculty**

In considering promotion cases, the College is guided in large part by the definitions, policies, and procedures described in the ASU Academic Affairs Manual ([ACD 506-05: Faculty Promotion](http://www.asu.edu/aad/manuals/acd/acd506-05.html)). Unit administrators, personnel committees, and promotion candidates are expected to familiarize themselves with the ACD manual prior to and throughout the promotion review process in order to develop a clear understanding of the policy and processes. The policy has distinct sections for both tenured/tenure-eligible faculty and faculty with fixed-term (non-tenure eligible) appointments.

* **Promotion of Tenured/Tenure-Eligible Faculty**

In addition to the expectations and requirements within [ACD 506-05: Faculty Promotion](http://www.asu.edu/aad/manuals/acd/acd506-05.html), the College is guided by specific promotion criteria as articulated by each academic unit. Each academic unit must have criteria that specify metrics for excellence in the unit’s field(s).

In considering candidates for promotion to Associate Professor, the College requires evidence of

demonstrated excellence in teaching, research, and service as they relate to the unit’s and College’s current and future missions and goals; the College also requires evidence of the promise of continued excellence (i.e., an upward trajectory). Consistent with university policy, candidates for promotion to Associate Professor must be evaluated for tenure no later than the date indicated in the original offer letter or date amended by an authorized probationary period extension.

In considering candidates for promotion to Professor, the College requires evidence of demonstrated and sustained excellence at national and/or international levels relative to the unit’s and college’s current and future missions and goals. There is no prescribed timeline for promotion from Associate Professor to Professor.

* **Promotion for Lecturer and Clinical Faculty**

In addition to the expectations and requirements within [ACD 506-05: Faculty Promotion](http://www.asu.edu/aad/manuals/acd/acd506-05.html), the College is guided by specific promotion criteria as articulated by each unit. Due to

differences in the type of work performed by faculty with Lecturer or Clinical appointments, academic units must clearly define the criteria for promotion at each rank.

While guided in large part by unit and university criteria, the College also requires evidence of a demonstrated and sustained record of excellence for all faculty members seeking promotion. Demonstrated excellence must exceed the criteria for the candidate’s current rank. Evidence of exceeding criteria might include: a record of demonstrated accomplishment and sustained successful innovation in teaching, research, or service; a record of demonstrated accomplishment and sustained successful leadership in program or curriculum development beyond current job expectations.

The College and University expects that candidates for promotion from Assistant to Associate rank for clinical faculty, as well as candidates for promotion to Senior Lecturer, will typically have a minimum of five years of experience at rank. The College and University expects that, for promotion to the highest rank (from senior lecturer to principal lecturer or clinical associate professor to clinical professor), there should be a substantial and sustained record of excellent performance since the previous promotion. The majority of that service should be at ASU.

* **Promotion for Professor of Practice and Research Faculty**

In addition to the expectations and requirements within [ACD 506-05: Faculty Promotion](http://www.asu.edu/aad/manuals/acd/acd506-05.html), the College is guided by specific promotion criteria as articulated by each unit. Due to the

differences in types of work performed by faculty with Professor of Practice or Research appointments, academic units must clearly define the criteria for promotion to each rank.

While guided in large part by unit and university criteria, the College also requires evidence of a demonstrated and sustained record of excellence for all faculty members seeking promotion. Demonstrated excellence must exceed the criteria for the candidate’s current rank. Evidence of exceeding criteria might include: a record of demonstrated accomplishment and sustained successful innovation in teaching, research, or service; a record of demonstrated accomplishment and sustained successful leadership in program or curriculum development beyond current job expectations.

**Promotions Guidelines for Academic Professionals**

In considering promotion cases, the College is guided in large part by the definitions, policies, and procedures described in the ASU Academic Affairs Manual ([ACD 507-07: Academic Professional Promotion](http://www.asu.edu/aad/manuals/acd/acd507-07.html)). Unit administrators, personnel committees, and promotion candidates are expected to familiarize themselves with the ACD manual prior to and throughout the promotion review process in order to develop a clear understanding of the policy and processes..

In addition to the expectations and requirements within [ACD 507-07: Academic Professional Promotion](http://www.asu.edu/aad/manuals/acd/acd507-07.html), the College is guided by specific promotion criteria as articulated by the unit. The unit must have criteria that specify metrics for excellence in the unit’s program(s). While guided in large part by unit and university criteria, the College requires evidence of a demonstrated and sustained record of excellence for all academic professionals seeking promotion. Demonstrated excellence must exceed the criteria for the candidate’s current rank. Evidence of exceeding criteria might include: a record of demonstrated accomplishment and sustained successful innovation in teaching, research, or service;

demonstrated accomplishment and successful leadership in programs or curriculum development beyond current job expectations.

**Multi-Year Contract Renewals for Non-tenure Eligible Faculty and Academic Professionals**

In considering contract renewal cases, the College is guided in large part by the definitions, policies, and procedures described in the ASU Academic Affairs Manual [(ACD 507–04: Multiple-Year Appointments)](http://www.asu.edu/aad/manuals/acd/acd507-04.html). Faculty and Academic Professionals should meet criteria for annual evaluations and any additional criteria as articulated by the unit.