School of Architecture Policy June 27, 2018

Academic General Faculty Members (Tenure Ineligible)

The policies and procedures outlined in this document are all subordinate to the Provost Office Policy on Academic General Faculty Members (PROV:004). This document is intended exclusively as a means of interpreting those policies and procedures in the specific context of the School of Architecture. This policy does not include provisions for Administrative and Professional General Faculty. All policies related to Administrative and General Faculty are covered in HRM-003: Employment of Administrative or Professional General Faculty Members. Additionally, all policies relating to faculty wage employment are covered in PROV-026: Faculty Wage Employment and are not covered here.

General Policies:

1. Academic General Faculty Members and Shared Governance: Academic General Faculty members participate in the school-wide shared governance through regular election by the full faculty to a dedicated seat for Academic General Faculty Members on the School of Architecture’s Faculty Council.
2. Academic General Faculty Members and Annual Reviews: All of the School of Architecture’s General Faculty members will be included as full participants in the School’s annual peer review process. As with tenure-eligible faculty, they will be reviewed every year and they should have representation as reviewers on the annual review committees.
3. Academic General Faculty Members and Promotion in Rank: All Academic General Faculty members pursuing promotion in rank will be considered for such promotion and be reviewed according to the appropriate criteria (outlined below) by the School of Architecture’s Promotion and Tenure Committee expanded to include a single Academic General Faculty Member at or above the rank being pursued.
4. Academic General Faculty Members and Distribution of Effort: At the point of hire, the appointment letter will clearly stipulate the distribution of effort between teaching, research and service that will constitute the basis for the yearly evaluation of the faculty member. Teaching expectations for Academic General Faculty will be based on standard loads as a percentage of total effort. For tenure eligible faculty this is 40% effort towards teaching. An Academic General Faculty member with a 60% or 80% effort in teaching would be teaching a credit load equivalent to this percentage of total effort. Specific teaching requirements of General Faculty are outlined in the School of Architecture Teaching Policy.
5. Academic General Faculty and Service: Academic General Faculty will be represented on School-wide and other committees and are expected to perform service to the School as stipulated in their contract. The standard service expectation for tenure eligible and Academic General Faculty is 20%.

Academic General Faculty Tracks:

1. The School of Architecture Academic General Faculty tracks include professorial ranked tracks in teaching, research and practice as well as the rank of Lecturer.
2. The Academic General Faculty tracks in teaching, research and practice as well as the rank of Lecturer accord with the guidelines stipulated in the Provost Office Policy identified above.

Academic General Faculty, Criteria for Promotion:

1. As stated above, Academic General Faculty pursuing promotion in rank will do so by application to the School of Architecture’s Promotion and Tenure Committee. In so doing, the faculty member is required to meet all the stated deadlines outlined for application through that policy. In this way, the process for promotion of an Academic General Faculty member will be identical to that for tenure-eligible faculty, excepting the criteria for promotion.
2. Criteria for Promotion for Academic General Faculty on the Teaching Track:
   a. In accord with the Provost Office Policy, Academic General Faculty on the teaching track who pursue promotion to Associate Professor must demonstrate sustained excellence in teaching and they must demonstrate that they have attained, at minimum, a local or regional reputation as a superior educator. While consistently strong teaching evaluations are one mechanism for demonstrating this excellence, they are not sufficient on their own. Teaching evaluations must be supplemented with consistently strong course
materials, course outcomes, and letters of accolade from colleagues specifically celebrating the candidate’s excellence as an educator, which may include teaching awards (internal or external to the University) as evidence to this end.

b. In accord with the Provost Office Policy, Academic General Faculty on the teaching track who pursue promotion to Full Professor must demonstrate sustained excellence in teaching and they must demonstrate that they have attained a regional, national, or international reputation as a superior educator. While consistently strong teaching evaluations are one mechanism for demonstrating this excellence, they are not sufficient on their own. Teaching evaluations must be supplemented with consistently strong course materials, course outcomes, and letters of accolade from colleagues specifically celebrating the candidate’s excellence as an educator. Regional, national, or international teaching awards are evidence to this end.

c. In considering promotion of teaching faculty, the quality of design research, scholarship and service will also be evaluated in addition to teaching according to the distribution of effort between teaching, research, and service as outlined in the faculty member’s contract.

3. Criteria for Promotion for Academic General Faculty on the Research Track:
   a. In accord with the Provost Office Policy, Academic General Faculty on the research track who pursue promotion to Associate Professor must demonstrate a substantial record of scholarship that establishes them as a local, regional, or national leader in their sub-field or area of research. This reputation can be demonstrated through peer-reviewed published research, exhibited design work and creative scholarship, or other scholarly products, and recognition at the local, regional, or national level in their discipline or sub-discipline for their research and/or creative scholarship.
   b. In accord with the Provost Office Policy, Academic General Faculty on the research track who pursue promotion to Full Professor must demonstrate a substantial record of research or creative scholarship that establishes them as a national or international leader in their sub-field or area of research. This reputation can be demonstrated through peer-reviewed published research, exhibited design work and creative scholarship, or other scholarly products, and recognition at the national or international level in their discipline or sub-discipline for their research and/or creative scholarship.
   c. In considering promotion of research faculty, the quality of teaching and service will also be evaluated in addition to research according to the distribution of effort between teaching, research, and service as outlined in the faculty member’s contract.

4. Criteria for Promotion for Academic General Faculty on the Practice Track:
   a. In accord with the Provost Office Policy, Academic General Faculty on the practice track who pursue promotion to Associate Professor must demonstrate a substantial record of achievement within professional practice that establishes them as a local, regional, or national leader in their professional discipline. This reputation can be demonstrated through peer-reviewed and other forms of publication of professional work, as well as local, regional and national honors, awards and other accolades for contributions to their professions.
   b. In accord with the Provost Office Policy, Academic General Faculty on the practice track who pursue promotion to Full Professor must demonstrate a substantial record of achievement within professional practice that establishes them as a national or international leader in their professional discipline. This reputation can be demonstrated through peer-reviewed and other forms of publication of professional work, as well as national and international honors, awards and other accolades for contributions to their professions.
   c. In accord with the Provost Office Policy, General Faculty Members on the practice track focus on integrating their professional experience within the academic mission of the School. For consideration of promotion, professors of practice must demonstrate sustained excellence in teaching. While consistently strong teaching evaluations are one mechanism for demonstrating this excellence, they are not sufficient on their own. Teaching evaluations must be supplemented with consistently strong course materials, course outcomes, and letters of accolade from colleagues specifically celebrating the candidate’s excellence in integrating professional expertise into their teaching.
d. In considering promotion of practice faculty, the quality of teaching, research and service will be evaluated according to the distribution of effort between teaching, research, and service as outlined in the faculty member’s contract.