285-0 **Policy**

a. The Professor of Teaching (e.g., *Theater*) titles which have or lead to security of employment are faculty positions designed to meet the long-term instructional needs of the University which cannot be fulfilled by an appointee in the professorial series.

b. The Professor of Teaching (e.g., *Theater*) series replaces the Lecturer with Security of Employment series. Regents’ policies and policies within the Academic Personnel Manual that use the Lecturer with Security of Employment series name and titles are understood to apply to the newly named Professor of Teaching (e.g., *Theater*) series and titles.

c. A budgeted FTE must be allocated for any full-time appointment in this series. Should the Chancellor approve a less than full-time appointment, a portion of a budgeted FTE equal to the percent time appointment must be allocated. See APM - 285-16-b for more information on part-time appointments.
285-4 Definition

a. The Professor of Teaching (e.g., Theater) series is used for appointees who are members of the faculty of an academic or professional college or school of the University who have instructional and University and public service responsibilities and engage in professional and scholarly activities as they relate to instruction and pedagogy.

b. An appointee in this series will regularly carry a heavier load of teaching than will appointees in the Professor series.

285-8 Titles

a. Titles in the Professor of Teaching (e.g., Theater) series are:

(1) Assistant Professor of Teaching (e.g., Theater)

(2) Associate Professor of Teaching (e.g., Theater)

(3) Professor of Teaching (e.g., Theater)
b. An appointment (as distinguished from a promotion) occurs when a person is employed in one of the three ranks above, if the individual’s immediately previous status was:

(1) not in the employ of the University; or

(2) in the employ of the University but not with a title in this series.

c. A promotion is advancement from one rank to a higher rank within the Professor of Teaching (e.g., Theater) series.

d. A merit increase is advancement in salary step or to an off-scale salary rate without change of rank (see APM - 610, Salary Increases).

e. A reappointment is the renewal of an Assistant Professor of Teaching (e.g., Theater) appointment immediately following the end date of a previous appointment (i.e., without a break in service). A reappointment may or may not be accompanied by a merit increase.
285-10 Criteria

a. A candidate for appointment, merit increase, or promotion in this series shall be evaluated by the following three criteria:

   (1) Teaching excellence and innovation

   (2) Professional and scholarly achievement and activity

   (3) University and public service

   These criteria are further explained in APM - 210-3, Instructions to Review Committees That Advise on Actions Concerning the Professor of Teaching (e.g., Theater) Series.

b. Change of series from the Professor series to the Professor of Teaching (e.g., Theater) series

   Upon the recommendation of the department and following regular academic review, the Chancellor may appoint an Associate Professor or Professor to the Associate Professor of Teaching (e.g., Theater) or Professor of Teaching (e.g.,
Theater) title. This change of series requires the written consent of the faculty member.

285-16 **Restrictions**

The following restrictions apply to the use of titles in this series:

a. Typically, an appointment to this series is for full-time service to the University.

b. An initial appointment for less than full-time service with a title in this series, or a subsequent permanent reduction in the percent of an appointment, may be authorized under exceptional circumstances, provided the Chancellor specifically approves the arrangement as being in the best interests of the University based on the particular situation.

A memorandum of understanding between the Chancellor and the part-time appointee shall be signed by both parties, to clarify the following:
(1) The part-time appointment (less than 100%) does not carry membership in the Academic Senate (see Regents Standing Order 105.1);

(2) There are no implied rights to current or future full-time security of employment and the only security of employment granted with this appointment is at the agreed upon percentage;

(3) Workload expectations are pro-rated to the specified percentage of time of the appointment; and

(4) University benefits and academic privileges (e.g., sabbatical leave) are pro-rated to the specified percentage of time of the appointment.

Appointment and advancement of a part-time appointee shall depend on the quality of performance. Teaching excellence and innovation, professional and scholarly achievement and activity, and service expectations shall be prorated in accordance with the percentage of time of the appointment. In all cases, when an appointee is considering a part-time appointment, or a temporary reduction in the percentage of time of an appointment, the terms of the appointment and the expectations for productivity shall be discussed by the Department Chair and the appointee at the outset and documented in a memorandum of understanding.
c. When there has been a review of an Assistant Professor in the Professorial series, Assistant Professor in Residence, or Assistant Professor of Teaching (e.g., Theater) and the Chancellor has decided not to continue the individual’s appointment in that series, the individual may not be appointed on any campus to certain faculty titles for a period of five years as set forth in APM - 133, Appendix A and also APM - 133-0-a(3) and b(3).

285-17 Terms of Service--Appointment Review

a. Assistant Professor of Teaching (e.g., Theater)

(1) Term of Appointment

Each appointment and reappointment is limited to a maximum term of two years. The total University service with this title in combination with certain other titles may not exceed eight years, in accordance with APM - 133-0-b.
(2) Appointment for Less Than Two Years

The appointment or reappointment of an Assistant Professor of Teaching (e.g., Theater) may be for a period of less than two years only under the following circumstances:

(a) An appointment or reappointment with an effective date other than July 1 shall end typically on the second June 30 following the appointment or reappointment.

(b) A promotion or merit increase may become effective on July 1 before the end of a two-year term, but such advancement shall mark the beginning of a new term of appointment.

(c) Consistent with the eight-year limit, a terminal appointment for an Assistant Professor of Teaching (e.g., Theater) may be for a period of less than two years provided adequate notice has been given, per APM - 285-17-a(5).
(3) Advancement

An appointee holding the title Assistant Professor of Teaching (e.g., *Theater*) is eligible for reappointment, merit increase, and promotion based on careful reviews of the appointee’s progress and achievement.

(4) Notice for Non-Renewal of Appointment

When an appointment as an Assistant Professor of Teaching (e.g., *Theater*) is not to be renewed, written notice shall be given by the Chancellor prior to the expiration date in accordance with the schedule below.

(a) With less than one year of service as an Assistant Professor of Teaching (e.g., *Theater*) by the end of the current period of appointment: at least a four-month notice.

(b) With at least one complete year of service and not more than two years of service as an Assistant Professor of Teaching (e.g., *Theater*) by the end of the current period of appointment: at least a six-month notice.
(c) With more than two years of service as an Assistant Professor of Teaching (e.g., Theater) by the end of the current period of appointment: at least a twelve-month notice.

(5) Termination Before the End of the Appointment Period

Termination of the appointment of an Assistant Professor of Teaching (e.g., Theater) before the expiration of the appointment shall be only for good cause, after the opportunity for a hearing before the properly constituted advisory committee of the Academic Senate, in accordance with Regents Standing Order 103.10 and Senate Bylaw 337.

b. Associate Professor of Teaching (e.g., Theater) and Professor of Teaching (e.g., Theater)

All appointments and promotions to the ranks of Associate Professor of Teaching (e.g., Theater) and Professor of Teaching (e.g., Theater) shall continue until terminated by resignation, retirement, or dismissal.
An appointment with security of employment shall not be terminated except for good cause after the opportunity for a hearing before the properly constituted advisory committee of the Academic Senate per Regents Standing Order 103.10 and in accordance with Senate Bylaw 337.

285-18 Salary

a. The Office of the President publishes a salary scale for this series.

b. Normal Periods of Service

The normal periods of service at rank and step in this series are shown in the published salary scales and are described below. Although these time periods indicate the usual intervals between advancements, they do not preclude more rapid advancement in the case of exceptional merit or more gradual advancement when warranted and if unrelated to an Assistant Professor’s eight-year limitation. Personnel reviews that are deferred due to stopping the clock for reasons as defined in APM - 133-17-g, -h, and-i or a family accommodation as defined in APM - 760 should be treated procedurally in the same manner as personnel reviews conducted at the usual intervals. All evidence produced during the probationary period, including the period of the
extension, counts in the evaluation of the candidate’s review file. The file shall be evaluated without prejudice, without regard to the length of service at the assistant rank, and so stated in the department chair’s letter.

(1) For an Assistant Professor of Teaching (e.g., Theater), the total period of University service in the title Assistant Professor of Teaching (e.g., Theater) or in this and certain other titles (see APM - 133-0) shall not exceed eight years, except as provided in APM - 133-12. The normal period of service at a given step in this rank is two years.

(2) For an Associate Professor of Teaching (e.g., Theater), the normal period of service in the Associate rank is six years. The normal period of service at step is two years in each of the first three steps. Service at Steps IV and V is three years in each step.

(3) For a Professor of Teaching (e.g., Theater), the normal period of service at step is three years in each of the first four steps. Service at Step V and above may be of indefinite duration. Advancement from Step V to Step VI, Step VI to Step VII, Step VII to Step VIII, and Step VIII to Step IX, will usually not occur before three years.
Advancement to an Above-Scale rank involves an overall career review and is reserved only for the most highly distinguished faculty (1) whose work of sustained and continuing excellence has attained national or international recognition and broad acclaim reflective of its significant impact on education within the discipline; (2) whose contributions to University teaching and education outcomes are excellent and innovative; and (3) whose service is highly meritorious. Except in rare and compelling cases, advancement will not occur after less than four years at Step IX. Moreover, mere length of service and continued good performance at Step IX are not justification for further merit advancement. There must be demonstration of additional merit and distinction beyond the performance on which advancement to Step IX was based. A merit advance for a person already serving at above-scale must be justified by continuing evidence of accomplishment commensurate with this level. Continued good service is not an adequate justification. Intervals between such merit advances may be indefinite, and only in the most superior cases where there is strong and compelling evidence will advances at intervals shorter than four years be approved.
285-20 **Conditions of Employment**

a. Full-time Assistant Professors of Teaching (e.g., *Theater*), Associate Professors of Teaching (e.g., *Theater*), and Professors of Teaching (e.g., *Theater*) are members of the Academic Senate, per Regents Standing Order 105.1(a).

b. Part-time (less than 100%) Assistant Professors of Teaching (e.g., *Theater*), Associate Professors of Teaching (e.g., *Theater*), and Professors of Teaching (e.g., *Theater*) are not members of the Academic Senate.

c. An appointee to this series may be assigned to teach courses at any level.

d. An appointee with a title in this series is eligible to apply for sabbatical leave (see APM - 740).

285-24 **Authority**

Authority to approve appointments, reappointments, merit increases, and promotions to titles in this series is as follows:
a. Assistant Professor of Teaching (e.g., Theater)

The Chancellor, after appropriate review (see APM - 220-82).

b. Associate Professor of Teaching (e.g., Theater)

The Chancellor, after appropriate review (see APM - 220-85).

c. Professor of Teaching (e.g., Theater)

The Chancellor, after appropriate review (see APM - 220-85).

d. The Chancellor, after appropriate review, has authority to approve salaries up to and including the Indexed Compensation Level (ICL). The Provost and Executive Vice President for Academic Affairs has authority to approve salaries exceeding the ICL threshold. See APM - 220-85.

285-80 Review Procedures

The Chancellor, in consultation with the Committee on Academic Personnel, may develop local review procedures for the Professor of Teaching (e.g., Theater) series. Campus procedures for review and advancement shall be modeled on the general pattern of the review process for members of the ladder-rank professorial series (see APM - 220-80).
285-95  **Letters of Invitation and Notification**

See APM - 220-95 for model language. The term “security of employment” shall be substituted for the term “tenure.”