

UNCG SCHOOL OF EDUCATION

Guidelines for Clinical Faculty

I. Scope

These guidelines define clinical faculty in the UNCG School of Education, elaborate the criteria for initial appointment and promotion, and specify other procedures and restrictions. These guidelines do not pertain to tenure track, visiting, or adjunct faculty.

II. Definitions

Clinical faculty members occupy EPA (1310) faculty lines at a minimum of .50 FTE. Clinical faculty positions are fixed-term (3-5 years), non-tenure track appointments that can be renewed. These faculty members are eligible for promotions and salary increases. They have educational and professional experiences and credentials that indicate excellence in clinical practice in areas relevant to School of Education programs. Clinical faculty members have assigned responsibilities in teaching and service; unlike tenure-track faculty members they are not expected to conduct research.

III. Rationale

The UNCG School of Education has a diverse mission that encompasses research and scholarship in educational practices, teaching and supervision of clinical practice, and service to the larger educational community. In recent years the instructional and service roles have expanded as the School of Education has become increasingly accountable for the performances of its students and graduates.

Tenure track faculty members are expected to teach and advise students, conduct research, obtain external funding, publish and disseminate research results, and perform service. Professional preparation may benefit by having some faculty whose responsibilities do not include research but rather are teaching, supervision, and service. Such individuals have not only an advanced graduate education but also much experience in the practice of their disciplines. These clinical faculty members strengthen the mission of the School of Education by providing excellent educational opportunities for students to apply theory to practice, develop strategies for teaching and learning, and assess the performance outcomes. Clinical faculty members may engage in research and scholarly activity, but these activities are not part of their assigned workload.

IV. Criteria for Initial Appointment

Initial appointment of clinical faculty will be to one of four ranks: instructor, assistant professor, associate professor, professor. Appointment to all ranks requires (a) evidence of instructional or supervisory competence, and (b) licensure in the area of clinical assignment (as applicable). Additional criteria for each rank are as follows:

A. For appointment as a Clinical Instructor:

- Master's degree and minimum of three years of teaching or other relevant clinical experience appropriate to the assignment.

B. For appointment as a Clinical Assistant Professor:

- Terminal degree and minimum of three years of teaching or other relevant clinical experience appropriate to the assignment.
- Evidence of at least one of the following: (a) contributions to improvement of teaching-learning process or other relevant clinical processes; (b) participation in activities and organizations relevant to area of clinical practice; (c) participation in field studies or interpretation/application of findings to area of clinical practice.

C. For appointment as a Clinical Associate Professor:

- Terminal degree and minimum of five years of teaching or other relevant clinical experience appropriate to the assignment.
- Evidence of at least one of the following: (a) contributions to improvement of teaching-learning process or other relevant clinical processes; (b) participation in activities and organizations relevant to area of clinical practice; (c) participation in field studies or interpretation/application of findings to area of clinical practice.
- Evidence of presentations and publications/disseminations in area of clinical assignment.

D. For appointment as a Clinical Professor:

- Terminal degree and minimum of ten years of teaching or other relevant clinical experience appropriate to the assignment.
- Evidence of at least one of the following: (a) significant contributions to improvement of teaching-learning process or other relevant clinical processes; (b) leadership in activities and organizations relevant to area of clinical practice; (c) significant participation in field studies or interpretation/application of findings to area of clinical practice.
- Evidence of significant presentations and publications/disseminations in area of clinical assignment.
- Evidence of regional, state, or national recognition for outstanding and sustained achievements related to area of clinical assignment.

V. Searches

Searches for clinical faculty shall be conducted following the same procedures as searches for tenure track faculty.

VI. Term of Appointment and Renewal of Appointment

A clinical faculty member shall initially be appointed to a term of three, four, or five years. Appointments may be renewed for three-, four-, or five-year periods. Reappointments shall be made by the Dean of the School of Education and shall be based upon review by the faculty and recommendation by the chair of the academic department of clinical appointment. Procedures for reappointments shall be consistent with department procedures for third-year reviews and reappointments of tenure track faculty.

VII. Transfers Between Tenure Track and Clinical Faculty Appointments

Transfers between tenure track and non-tenure track clinical faculty appointments are not permitted. Faculty holding a position of one type may apply for an advertised position of the other type. Individuals may be considered for an alternate position through the usual search and screening procedures.

VIII. Graduate Faculty Status and Principal Investigator Status

Clinical faculty shall not serve as major advisors to doctoral students. Clinical faculty may be appointed by the Graduate School to the Graduate Faculty with appropriate status, and may serve as members of student committees where clinical expertise would prove useful. Clinical faculty may be principal investigators on external grants and contracts.

IX. Restriction on Number of Clinical Faculty

At any given time no more than 15% of the EPA faculty lines in the School of Education may be occupied by clinical faculty. This restriction ensures that the research mission of the School of Education will be maintained.

X. General Criteria for Promotion

Promotion of clinical faculty is handled in the same fashion as promotion of tenure track faculty (i.e., reviews by the department faculty, department chair, School of Education Promotion and Tenure Committee, and dean), except that there is no review by UNCG administration. Promotion requires that individuals meet the general criteria for appointment to the appropriate rank. Thus, an individual appointed as a clinical assistant professor would have to meet the criteria for clinical associate professor to be eligible for promotion to that rank.

Documentation of excellence is required for consideration for promotion. Criteria for promotion include evidence for competence in teaching, supervision, service, and other relevant experience, consistent with departmental mission. Types of evidence may include, but not be limited to, the following indicators:

- A. Evidence for Excellence in Teaching
 - Course load, number of credits, number and level of students.
 - Applications of knowledge in area of clinical assignment.
 - Evaluations of teaching, instructional methods and materials, and use of technology.
 - Development and dissemination of new or improved teaching methods or clinical practices.
 - Other teaching activities (e.g., program development and revision).

- B. Evidence for Excellence in Supervision
 - Course load, number of credits, number and level of students.
 - Applications of knowledge in the area of clinical assignment including contributions to standards of clinical practice.
 - Evaluations of clinical supervision of students in practice settings.
 - Development and dissemination of new or improved supervisory methods.

- Other supervisory activities (e.g., development of clinical sites or student handbooks).

C. Evidence for Excellence in Service

- Non-credit (e.g., continuing education) courses taught, number and level of students.
- Evaluations of non-credit teaching, instructional methods and materials, and use of technology.
- Contributions to knowledge in service activities related to the area of clinical assignment.
- Evaluations of academic advisement activities.
- Participation and leadership in professional activities and organizations at the local, state, regional, and national levels.
- Participation and leadership in department, School of Education, and UNCG committees.
- Participation and leadership in community activities.
- Other service activities (e.g., advising student organizations).

XI. Participation in the Promotion Process

Clinical professors are eligible to be voting participants in department and School of Education promotion committees in review of documents of clinical faculty being considered for promotion to clinical assistant professor, associate professor, and professor. Clinical associate professors are eligible to be voting participants in review of documents of clinical faculty being considered for promotion to clinical assistant and associate professor. Clinical associate professors and full professors do not participate in the promotion and tenure process of tenure track faculty members.

(Approved by the UNCG School of Education Faculty Assembly on April 20, 2004)