

UNIVERSITY OF MISSOURI
KANSAS CITY

SCHOOL OF NURSING and HEALTH
STUDIES

CRITERIA AND QUALIFICATIONS FOR
APPOINTMENT, PROMOTION AND CONTINUOUS
APPOINTMENT

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This document has been written for the purpose of informing the faculty of the School of Nursing at the University of Missouri Kansas City of the policy and procedures related to appointment, promotion and continuous appointment. They are intended to be progressive in nature with each successive rank. Each level has been developed to imply that each succeeding level increases in complexity.

Table of Contents

	Page
Criteria for Initial Appointment, Promotion and Continuous Appointment for Tenured/Tenure Track Personnel	3
Assistant Professor	3
Initial Appointment	3
Promotion	3
Continuous Appointment	4
Associate Professor	4
Initial Appointment	4
Promotion	4
Continuous Appointment	4
Professor	5
Initial Appointment	5
Continuous Appointment	5
Faculty Rank Description (Tenure Track)	6
Research/Scholarship	
Teaching	
Service	
Third Year Review for Tenure-Track Faculty	7
Research/Scholarship	
Teaching	
Service	
Post-Continuous Appointment (Tenure) Review	7
Criteria for Initial Appointment and Promotion for Non-Tenure Track Faculty	8
Clinical Faculty	8
Teaching Faculty	13
Research Faculty	16

Criteria for Initial Appointment, Promotion and Continuous Appointment for Tenured/Tenure Track Personnel

Introduction

Initial appointment of faculty, promotion and awarding of continuous appointment within the School of Nursing at the University of Missouri Kansas City is consistent with, and based upon, the published Rules and Regulations of the University of Missouri Kansas City, the University of Missouri Academic Tenure Regulations, Chancellor's Memorandum #35, and Executive Order No. 6 (Collected Rules & Regulation (CRR) 320.030 Delegation of Authority). Specific requirements, forms and timelines for promotion and tenure are available at <http://www.umkc.edu/provost/promotenure.asp>.

Faculty within the "Tenure Track" includes the ranks of Assistant Professor, Associate Professor, and Professor. Annual review of faculty performance is conducted by the Associate Deans and is consistent with Chancellor's Memorandum #35. The Faculty Development and Advancement Committee (FDAC) reviews the applicant's qualifications and recommends to the Dean the initial academic rank. In addition the Committee conducts the Third year Review and the 5th year Post Tenure Review. The Committee is also responsible for the review of faculty who receive unsatisfactory annual evaluations. All tenure track faculties must meet minimal qualification for their rank to be considered for promotion or continuous appointment. Performance areas include teaching (40% of faculty effort), research (40% of faculty effort) and service (20% of faculty effort). Criteria for initial appointment, promotion and/or continuous appointment are based upon the Faculty Rank Descriptions of the School Of Nursing, set out below. Depending on eligibility criteria, rank designations at the time of appointment may be negotiated between the candidate and the Dean of the School of Nursing with the consultation of the School of Nursing APT Committee.

Assistant Professor

Initial Appointment

To be appointed at the rank of Assistant Professor, a candidate must possess a terminal degree in nursing or a related field and be eligible for appointment to the Graduate Faculty. If the candidate has completed a doctoral degree within the past 5 years, it is possible to be appointed to the Doctoral Faculty. The candidate is expected to be able to teach successfully, initiate a program of research, and participate in School and University committees, as set out in Faculty Rank Descriptions for Assistant Professor.

Third-Year Review

In the third probationary year on tenure track, faculty will undergo a review of performance in teaching, research and service by the School of Nursing's FDAC committee (see page 7).

Promotion to Associate Professor

To be eligible for promotion to the rank of Associate Professor, a candidate must meet the criteria set out in Faculty Rank Descriptions for Associate Professor. The candidate must also have Doctoral Faculty status and must have guided student research.

Continuous Appointment

Continuous appointment or tenure is typically awarded at the advancement of the candidate to the rank of Associate Professor. Except under exceptional circumstances, continuous appointment is not granted to faculty holding ranks below Associate Professor. Mandatory review for continuous appointment is governed by the University Rules and Regulations, but typically takes place during the sixth year of the probationary period for Assistant Professors. Of particular concern for the Associate Professor seeking continuous appointment is evidence that the candidate has initiated a career research program. Specific criteria for continuous appointment may be negotiated with the dean in consultation with the FDAC Committee within the framework of the applicable CRR's (320.035 & 310.010), Chancellor's Memorandum No. 35 (2007) and 300.020 Faculty Bylaws of the University of Missouri-Kansas City, but typically include at least the following:

1. A minimum of six refereed publications that could include books and book chapters. Five data based publications of original scholarly work that must be in high quality refereed journals.
2. The receipt of a minimum of two external grants for research.
3. A minimum of six presentations at regional, national or international conferences.

Associate Professor

Initial Appointment

To be appointed at the rank of Associate Professor, a candidate must possess a doctoral degree in nursing or a related field and be eligible for appointment to the doctoral Faculty. The candidate must show evidence of meritorious teaching, research and service as described in Faculty Rank Descriptions for Associate Professor. If a candidate is appointed at the Associate Professor without Continuous Appointment, his/her initial term of appointment shall not exceed five (5) years. To be tenured upon appointment, the candidate must meet the criteria for Continuous Appointment described above.

Promotion to Professor

To be eligible for promotion to the rank of Professor, a candidate must meet all criteria described in Faculty Rank Descriptions for Professor. The candidate must also have Doctoral Faculty status and have guided student research.

Continuous Appointment

Faculty members hired at the Associate Professor rank who do not receive tenure at the time of appointment may seek continuous appointment upon application for promotion to the rank of Professor or at the completion of the required probationary period for Associate Professor. Specific criteria for continuous appointment at the Rank of Professor may be negotiated with the dean in consultation with the FDAC committee within the framework of the applicable CRR's (320.035 & 310.010), Chancellor's Memorandum No. 35 (2007) and 300.020 Faculty Bylaws of the University of Missouri-Kansas City, but typically include at least the following:

1. A minimum of ten refereed publications that may include books and book chapters. Seven data-based publications of original scholarly work that must be in high quality refereed journals.
2. The receipt of multiple extramural grants in support of the candidate's on-going area of research
3. A minimum of ten presentations at regional, national or international conferences.

Additional evidence of meritorious productivity in research activities includes the publication of textbooks, abstracts and reviews, professional leadership, and the holding of editorships or membership on editorial review committees.

Professor

Initial Appointment

To be appointed at the rank of Professor, a candidate must hold a doctoral degree in nursing or related field and be eligible for appointment to the Doctoral Faculty. The candidate must meet all criteria described in Faculty Rank Descriptions for Professor including provision of evidence of very substantial experience of meritorious teaching, evaluation and development of coursework. The candidate must show evidence of an extensive, and continuous, career research program including extensive extramural research funding, publications and presentation activities, and must have a record of leadership involvement with professional and community organizations. Evidence of significant contributions to the discipline of the candidate is expected.

**UMCK SCHOOL OF NURSING
RANK DESCRIPTIONS TENURE TRACK FACULTY**

RESEARCH/SCHOLARSHIP		
Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> • Initiates independent original research activity as a principal investigator or co-investigator • Disseminates results of original research activity for peer review in publications and presentations • Obtains funding for pilot studies in original area of research • Attains and maintains graduate faculty status 	<ul style="list-style-type: none"> • Establishes a focus area in research that will advance the discipline • Sustains excellence in peer-reviewed publications in focused research area • Obtains and sustains extramural funding for area of research • Disseminates results of research activity in peer-reviewed presentations • Mentors students in focused area of research activity 	<ul style="list-style-type: none"> • Sustains excellence in focused area of research • Sustains funding for focused area of research • Sustains excellence in dissemination of peer-reviewed results of research activity through publications & presentations • Receives national-international recognition for contributions in original research • Mentors students & faculty in development of original research
TEACHING		
Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> • Demonstrates comprehensive, current knowledge in an area of specialization • Engages students in active learning using innovative teaching strategies • Challenges students to think critically • Applies research findings to teaching • Contributes to curriculum and program development • Advises students at all levels • Facilitates peer & graduate student growth in the teaching role • Receives above average student and peer evaluations 	<ul style="list-style-type: none"> • Recognized for quality teaching in area of specialization by peers within and beyond the immediate unit • Provides leadership for curriculum and program development • Facilitates integration and application of knowledge in the curriculum • Mentors students at all levels • Receives above average student and peer evaluations of teaching 	<ul style="list-style-type: none"> • Recognized as a master teacher in area of specialization by peers within and beyond the immediate unit • Models excellence in innovative, engaging teaching techniques • Facilitates academic program development at the university level • Mentors students and faculty in the scholarship of teaching • Serves as a consultant for curriculum development • Receives superior student and peer teaching evaluations
SERVICE		
Assistant Professor	Associate Professor	Professor
<ul style="list-style-type: none"> • Participates in and provides leadership on unit committees • Makes significant contributions to professional or academic organizations • Makes significant professional contributions to community organizations • Assists the unit in fulfilling its strategic goals 	<ul style="list-style-type: none"> • Provides leadership in unit and university organizations • Actively promotes school goals and values to diverse audiences • Provides leadership to professional organizations • Facilitates professional activity within the community 	<ul style="list-style-type: none"> • Provides professional service as a consultant in an original area of expertise at the regional or national level • Provides leadership to professional and community organizations • Serves on policy making professional bodies • Is nationally recognized as a researcher & academic leader

UMKC School of Nursing

Three-Year Review Plan for Tenure-Track Faculty

The FDAC Committee will review performance of tenure track faculty in the third probationary year. This review will coincide with the faculty member's annual review. The review is intended to serve as a guide to ensure that faculty performance is on track to meet promotion and tenure goals. Should performance be lacking in some or all areas, the FDAC Committee will make a recommendation to the Dean for further action that could include termination. Unsatisfactory performance not resulting in termination will be reviewed again by the Dean at the next annual evaluation.

Research/Scholarship

- Evidence of continued achievement and original work in area of research/scholarship
- 4-5 publications of original work (e.g. "data-based articles"), with a minimum of 3 peer-reviewed publications in area of research
- 1 funded research grant designed to support an application for federal or major foundation funding as PI or Co-PI.
- Substantial progress (draft submitted to SON Associate Dean for Research) toward submission of a federal or major foundation grant (as PI or Co-PI) based on pilot studies from previously funded research
- 3 or more research presentations at the regional, national or international level

Teaching

- Good to excellent student evaluations of course and instructor
- 1 peer review of didactic teaching (content and style)
- Evidence of innovation in teaching
- Evidence of mentoring student research

Service

- Attendance/participation in faculty meetings
- Service on at least 1 School of Nursing and 1 UMKC Committee
- Evidence of professional service (manuscript, grant reviews, officer in professional organizations, professional contributions to the community, etc.)

Post-Continuous Appointment (Tenure) Review

Tenured faculty at all ranks will be evaluated by the FDAC Committee every five years following Continuous Appointment (see p. 7), as specified by Section 310.015 of the University of Missouri System Rules and Regulations

(<http://www.umsystem.edu/ums/departments/gc/rules/bylaws/310/015.shtml>).

At five-year intervals a tenured faculty member will resubmit the annual reports and evaluation statements for the past five years, with a concise summary statement of research, teaching, and service activities for the five-year period, and a current curriculum vitae to the chair or evaluation committee of the unit. At least three tenured reviewers from the Faculty Development and Advancement Committee at or above the current rank of the reviewed faculty member will make up the evaluation committee. Reviewers will conduct a summary evaluation of teaching, research, and service comparing the submitted materials to the rank criteria for Associate Professor or Professor as appropriate. Reviewers will provide a rating as satisfactory or unsatisfactory in research, teaching and service and an overall evaluation of satisfactory or unsatisfactory. The first five-year review will be done five years after the tenure decision or last

formal review of the faculty member for promotion to associate/full professor. Faculty hired with tenure will be reviewed five years after they are hired.

Criteria for Initial Appointment and Promotion for Ranked Non-Tenure Track Faculty

The School of Nursing and Health Sciences has three Non-Tenure Faculty Tracks: Clinical, Teaching and Research Faculty. Rank descriptions and criteria for promotion in each track is described below. Faculty interested in promotion should first contact the FDAC chair for the NTT Guidance and Criteria for Promotion document.

CLINICAL FACULTY

Members of the Clinical Faculty function as teachers and master clinicians in the undergraduate and graduate programs. Clinical faculty members are expected to devote 70% of their effort to teaching and 20% of their effort to service and 10% of their effort to clinical practice. Clinical Assistant and Associate Professors may include 10% effort in research and/or scholarship, and 60% effort teaching. Applications for promotion must not skip rank.

Clinical Assistant Professor

Initial Appointment

To be appointed at the rank of Clinical Assistant Professor, a candidate must possess a terminal Degree in Nursing or its equivalent and provide evidence of excellence, innovation and leadership in teaching. The candidate is expected to have at least three years of professional experience and documented clinical expertise as appropriate for the academic responsibilities. The candidate must also have demonstrated service to the profession commensurate with rank, as described in Faculty Rank Descriptions for Clinical Assistant Professor.

Promotion to Clinical Associate Professor

To be eligible the promotion to the rank of Clinical Associate Professor, a candidate must possess a terminal degree in Nursing or related field, have at least five years of professional experience and meet the criteria described in Faculty Rank Descriptions for Clinical Associate Professor.

Clinical Associate Professor

Initial Appointment

To be appointed at the rank of Clinical Associate Professor, a candidate must possess a terminal degree in Nursing or related field and provide evidence of excellence in teaching as documented by peers and students. The candidate must demonstrate development of mechanisms for dissemination of expertise in teaching and/or practice. The candidate is expected to have demonstrated leadership and mentoring in clinical practice and professional service, as described by Faculty Rank Descriptions for Clinical Associate Professor.

Promotion to Clinical Professor

To be eligible for promotion to Clinical Professor, a candidate must have a sustained and nationally recognized professional career and must meet the criteria described in Faculty Rank Description for Clinical Professor.

Clinical Professor

Initial Appointment

To be appointed at the rank of Clinical Professor, a candidate must possess a terminal degree in Nursing or a related field and provide evidence of sustained excellence and leadership in teaching, clinical/practice/scholarship and service as documented by peers and students. The candidate is expected to have a national reputation for leadership in clinical practice as defined by the Faculty Rank Descriptions for Clinical Professor.

FACULTY RANK DESCRIPTIONS FOR CLINICAL FACULTY

Faculty Title	Assistant Clinical Professor	Associate Clinical Professor	Clinical Professor
Credentials	<ul style="list-style-type: none"> • Master’s Degree in relevant discipline • Minimum of 3 years of relevant professional experience 	<ul style="list-style-type: none"> • Terminal Degree in relevant discipline • Minimum of 5 years relevant professional experience 	<ul style="list-style-type: none"> • Terminal Degree in relevant discipline
TEACHING			
Proficiency Level	Demonstrates expertise in instruction	Demonstrates innovation in instruction	Demonstrates leadership in instruction
Teaching	<ul style="list-style-type: none"> • Provide leadership in development and instruction of didactic and clinical courses/ experiences in the undergraduate or graduate programs 	<ul style="list-style-type: none"> • Provide leadership for curriculum development, evaluation and revision • Demonstrates innovation in teaching and evaluation 	<ul style="list-style-type: none"> • Offer leadership in the development, evaluation, revision, and benchmarking of curriculum with top Schools of Nursing
	<ul style="list-style-type: none"> • Integrate research findings into teaching and practice • Demonstrate expertise in teaching and evaluation 	<ul style="list-style-type: none"> • Integrate research findings into teaching and practice • Develop scholarship in teaching and practice • Develop mechanisms for dissemination of expertise in teaching and/or practice 	<ul style="list-style-type: none"> • Demonstrate sustained depth and breadth of knowledge of literature in diverse content areas in didactic and clinical teaching, and mentor faculty on how to integrate research findings into teaching and practice • Expand scholarship in teaching and practice
	<ul style="list-style-type: none"> • Provide academic advice and assistance on students’ plans of studies and uncomplicated progression 	<ul style="list-style-type: none"> • Provide academic advice and assistance in areas of retention and remediation. • Mentor students in scholarship 	<ul style="list-style-type: none"> • Mentor other faculty in academic advisement • Direct student scholarly activities
	<ul style="list-style-type: none"> • Facilitate relationships with clinical preceptors and /or clinical agencies preceptors 	<ul style="list-style-type: none"> • Develop clinical preceptors’ expertise and maintain relationships with clinical agencies 	<ul style="list-style-type: none"> • Serve as a consultant/mentor to colleagues in areas of teaching, course development, and integration of curricular knowledge • Mentor faculty on developing relationships with clinical preceptors and agencies and developing expertise of preceptors

CLINICAL/PRACTICE/SCHOLARSHIP

Faculty Title	Clinical Assistant Professor	Clinical Associate Professor	Clinical Professor
Proficiency Level	Demonstrates expertise in practice	Demonstrates innovation in practice	Demonstrates leadership in practice
Practice	<ul style="list-style-type: none"> • Maintain licensure to practice nursing in the appropriate states(s) • Maintain expertise in practice relevant to courses taught and role • Maintain existing specialty certification as relevant to role. • As appropriate to role, maintain applicable specialty training for eligibility to supervise clinical care which may include American Heart Association courses (BLS, ACLS, PALS, and NIH Stroke), information assurance, protection of privacy, and other entity required training. 	<ul style="list-style-type: none"> • Maintain licensure to practice nursing in the appropriate states(s) • Maintain expertise in practice relevant to courses taught and role • Obtain and maintain national clinical certification as relevant to role if this has not been done prior. • As appropriate to role, maintain applicable specialty training for eligibility to supervise clinical care which may include American Heart Association courses (BLS, ACLS, PALS, and NIH Stroke), information assurance, protection of privacy, and other entity required training. 	<ul style="list-style-type: none"> • Maintain licensure to practice nursing in the appropriate states(s) • Maintain expertise in practice relevant to courses taught and role • Maintain specialty certification • As appropriate to role, maintain applicable specialty training for eligibility to supervise clinical care which may include American Heart Association courses (BLS, ACLS, PALS, and NIH Stroke), information assurance, protection of privacy, and other entity required training.
	<ul style="list-style-type: none"> • Demonstrate expertise in area of clinical practice 	<ul style="list-style-type: none"> • Demonstrate expertise and innovation in area of clinical practice 	<ul style="list-style-type: none"> • Serve as a leader in area of clinical expertise and innovation
	<ul style="list-style-type: none"> • Initiate independent clinical scholarly activity • Disseminate findings related to scholarship at local levels 	<ul style="list-style-type: none"> • Provide leadership in clinical practice-related scholarly projects • Disseminate findings related to scholarship at local and regional levels 	<ul style="list-style-type: none"> • Demonstrate sustained excellence in clinical scholarship through contributions to the profession, the literature and clinical practice • Achieve national/international recognition for scholarly activities • Serve as a mentor/consultant for the development of clinical scholarship for faculty and students

SERVICE

Faculty Title	Clinical Assistant Professor	Clinical Associate Professor	Clinical Professor
Proficiency Level	Coordinates service activities	Demonstrates innovation in service activities	Demonstrates leadership in service activities
Service	<ul style="list-style-type: none"> • Participate at an increased level of activity as a member of School of Nursing committees and/or chairperson • Participate in campus wide or University committees 	<ul style="list-style-type: none"> • Participate at an increased level of activity as a member of School of Nursing committees and/or chairperson • Participate in University committees or intercampus committees 	<ul style="list-style-type: none"> • Provide leadership for School of Nursing committees, University committees or intercampus committees.
	<ul style="list-style-type: none"> • Coordinate SON service activities outside of committees 	<ul style="list-style-type: none"> • Promote student recruitment and retention • Develop SON service activities outside of committees 	<ul style="list-style-type: none"> • Provide leadership for School of Nursing, University, and intercampus service activities • Provide leadership for School of Nursing development and recognition
	<ul style="list-style-type: none"> • Service activities at local/regional level 	<ul style="list-style-type: none"> • Service at regional/national level 	<ul style="list-style-type: none"> • Service at national/international level
	<ul style="list-style-type: none"> • Participate at an increased level of activity in a local, state or regional professional organization and/or health-related organization 	<ul style="list-style-type: none"> • Participate in regional/national professional organization(s) and health-related organizations(s); hold a leadership role in local/regional professional organization(s)* 	<ul style="list-style-type: none"> • Provide leadership in national/international professional organization(s) and health-related organizations(s); hold a leadership role in national/international professional organization(s)*

Notes:

Examples of evidence for the various criteria that could be submitted in the promotion application packet are available from FDAC upon request.

*Consideration of the realities of funding for such participation will be taken into consideration. The strengths of the application for promotion will be considered based on the whole vs. any single criteria.

TEACHING FACULTY

Members of the Teaching faculty function as expert teachers in undergraduate and graduate programs. Unlike tenured and tenure track faculty, whose performance is evaluated based on their contribution to research, teaching, and service, the performance of NTT faculty should be evaluated on the primary responsibility of the NTT appointment as well as service and professional activities related to that *primary responsibility*. There is no prohibition for NTT faculty to be involved in multiple duties related to research, teaching, or service. However, decisions regarding hiring, continuation of employment, and evaluation of NTT faculty performance should relate to the primary purpose of their appointment as defined by category and not be based on all three criteria. Only tenured and tenure track faculty should be hired, evaluated, and promoted based on all three criteria. Applications for promotion must not skip rank.

Teaching Assistant Professor

Initial Appointment

To be appointed at the rank of Teaching Assistant Professor, a candidate must possess a Masters Degree and provide evidence of excellence, innovation and leadership in teaching. The candidate is expected to have at least three years of professional experience as appropriate for the academic responsibilities.

Promotion to Teaching Associate Professor

To be eligible the promotion to the rank of Teaching Associate Professor, a candidate must possess a terminal degree in a health or teaching related field, have at least five years of professional experience and meet the criteria described in Faculty Rank Descriptions for Teaching Associate Professor.

Teaching Associate Professor

Initial Appointment

To be appointed at the rank of Teaching Associate Professor, a candidate must possess a terminal degree health or teaching related field and provide evidence of excellence in teaching as documented by peers and students. The candidate must demonstrate development of mechanisms for dissemination of expertise in teaching and/or practice.

Promotion to Teaching Professor

To be eligible for promotion to Teaching Professor, a candidate must have a sustained and nationally recognized professional career and must meet the criteria described in Faculty Rank Description for Teaching Professor.

Teaching Professor

Initial Appointment

To be appointed at the rank of Teaching Professor, a candidate must possess a terminal degree in a health or teaching related field and provide evidence of sustained excellence and leadership in teaching, scholarship and service as documented by peers and students. The candidate is expected to have a national reputation for leadership in practice as defined by the Faculty Rank Descriptions for Teaching Professor.

FACULTY RANK DESCRIPTIONS FOR TEACHING FACULTY

Faculty Title	Assistant Teaching Professor	Associate Teaching Professor	Teaching Professor
Credentials	<ul style="list-style-type: none"> • Master's Degree in relevant discipline • Minimum of 3 years professional experience 	<ul style="list-style-type: none"> • Terminal Degree • Minimum of 5 years professional experience 	<ul style="list-style-type: none"> • Terminal Degree
Proficiency Level	Demonstrates expertise in teaching	Demonstrates innovation in teaching	Demonstrates leadership in teaching
TEACHING			
Teaching	<ul style="list-style-type: none"> • Develop, teach and evaluate courses and/or educational experiences. • Integrate research findings into teaching. • Demonstrate expertise in teaching, meaningful use of technology, and learning assessment. Provide academic advice and assistance. • Facilitate relationships with mentors/ preceptors and/or agencies. • Serve as a mentor/preceptor to students. 	<ul style="list-style-type: none"> • Provide innovative curriculum development, teaching, meaningful use of technology, and learning assessment. • Integrate research findings into teaching, evaluation and curriculum development. • Provide academic advice and assistance in areas of retention and remediation. • Develop mentor/preceptors' expertise. 	<ul style="list-style-type: none"> • Offer leadership in the development, learning assessment, revision, use of available best practices as appropriate and meaningful use of technology. • Demonstrate sustained depth and breadth of knowledge of course content and program content. • Mentor faculty on how to integrate research findings into teaching and practice. • Mentor faculty in academic advisement. • Mentor colleagues in teaching, course development and evaluation.
SERVICE/PROFESSIONAL ACTIVITIES			
Proficiency Level	Participate in service activities	Demonstrates developing leadership in service activities	Demonstrates leadership in service activities
Service/Professional Activities related to teaching	<ul style="list-style-type: none"> • Participate as a member of School of Nursing and Health Studies committees 	<ul style="list-style-type: none"> • Participate as a chairperson of School of Nursing and Health Studies committees • Participate in committees at the University level or intercampus level as a member 	<ul style="list-style-type: none"> • Participate as chairperson at the Campus-wide, University or University system level

	<ul style="list-style-type: none"> Promote student recruitment and retention 	<ul style="list-style-type: none"> Promote student recruitment and retention Develop SONHS service activities outside of committees 	<ul style="list-style-type: none"> Promote student recruitment and retention Provide leadership for School of Nursing and Health Studies, University, and intercampus service activities
	<ul style="list-style-type: none"> Participate at an increased level of activity in a local, state or regional professional organization and/or health-related organization 	<ul style="list-style-type: none"> Participate in service at regional/national level Participate in regional/national professional organization(s) and health-related organizations(s); hold a leadership role in local/regional professional organization(s)* 	<ul style="list-style-type: none"> Participate in service at national/international level Hold a leadership role in national/international professional organization(s)*

NOTES:

Examples of evidence for the various criteria that could be submitted in the promotion application packet are available from FDAC upon request.

*Consideration of the realities of funding for such participation will be taken into consideration. The strengths of the application for promotion will be considered based on the whole vs. any single criteria.

RESEARCH FACULTY

Members of the Research faculty function in roles as independent researchers or significant collaborators in research projects. Unlike tenured and tenure track faculty, whose performance is evaluated based on their contribution to research, teaching, and service, the performance of NTT faculty should be evaluated on the primary responsibility of the NTT appointment as well as service and professional activities related to that *primary responsibility*. There is no prohibition for NTT faculty to be involved in multiple duties related to research, teaching, or service. However, decisions regarding hiring, continuation of employment, and evaluation of NTT faculty performance should relate to the primary purpose of their appointment as defined by category and not be based on all three criteria. Only tenured and tenure track faculty should be hired, evaluated, and promoted based on all three criteria. Applications for promotion must not skip rank.

Research Assistant Professor

Initial Appointment

To be appointed at the rank of Research Assistant Professor, a candidate must possess a Doctoral Degree and provide evidence of excellence and innovation in research contributions. The candidate is expected to be able to design research projects, write grants and achieve funding, and to disseminate scholarship results in peer reviewed journals and other appropriate forums independently or with some assistance of a more senior researcher.

Promotion to Research Associate Professor

To be eligible the promotion to the rank of Research Associate Professor, a candidate must possess a terminal degree in a relevant field for role, have at least five years of professional experience and meet the criteria described in Faculty Rank Descriptions for Research Associate Professor.

Research Associate Professor

Initial Appointment

To be appointed at the rank of Research Assistant Professor, a candidate must possess a Doctoral Degree and provide evidence of excellence, innovation and leadership in research. The candidate is expected to have at least three years of professional research experience and is expected to have 1) independently designed research projects; 2) collaborative research experience; 3) a successful funding and publication record and 4) disseminated scholarship results in appropriate regional and national forums.

Promotion to Research Professor

To be eligible for promotion to Research Professor, a candidate must have a sustained and nationally recognized professional career and must meet the criteria described in Faculty Rank Description for Research Professor.

Research Professor

Initial Appointment

To be appointed at the rank of Research Professor, a candidate must possess a Doctoral Degree and provide evidence of excellence, innovation and leadership in research. The candidate is expected to have 1) a minimum of five years professional research experience; 2) a successful funding and publication record; 3) earned national and/or international recognition as a leading authority in his/her field; and have continued excellence in independent and collaborative scholarly work.

FACULTY RANK DESCRIPTIONS FOR RESEARCH FACULTY

Faculty Title	Assistant Research Professor	Associate Research Professor	Research Professor
Credentials	<ul style="list-style-type: none"> • Doctoral degree in a relevant discipline (minimum requirement by UM CRR) 	<ul style="list-style-type: none"> • Doctoral degree • 3 years of research experience 	<ul style="list-style-type: none"> • Doctoral degree • 5 years of research experience
SCHOLARSHIP/RESEARCH			
Proficiency Level	Demonstrates expertise in research	Demonstrates innovation in research	Demonstrates leadership in research
<p>Scholarship/Research</p> <p>Multiple forms of scholarship are acceptable and should correspond closely to the candidate's chosen area of academic emphasis: Research Focus – role as independent or significant collaborator in an independent project.</p> <p>Results must:</p> <ul style="list-style-type: none"> • Be peer-reviewed • Be widely disseminated in appropriate forums • Lead to advances in knowledge in that area 	<ul style="list-style-type: none"> • Have research contributions/ training of such quality that they are likely to contribute to the mission of the school • Capable of independently carrying out a research project (may still have mentorship from a PI) • Will write and submit grants compatible with the ongoing research program of the PI and under the direction of the faculty mentor 	<ul style="list-style-type: none"> • Carry out independent and original scholarly work that makes a significant contribution to new knowledge • Demonstrated ability to develop collaborative research projects • Be recognized by peers at the national level for the quality and creativity of his/her scholarly work • Have received sufficient external funding for ongoing scholarly work <p><u>Excellence can be documented by:</u></p> <ul style="list-style-type: none"> • Significant and continuous publications as primary or senior author in peer-reviewed journals with high editorial standards (minimum of 3) • Sustained external funding as principal investigator (PI), co-PI, or co-investigator, to support scholarly efforts. (minimum of major or two moderate) 	<ul style="list-style-type: none"> • Earn national and/or international recognition as a leading authority in his/her field. • Have continued excellence in independent and original scholarly work • Demonstrate excellence in scholarship <p><u>Excellence can be documented by:</u></p> <ul style="list-style-type: none"> • Sustained external funding as principal investigator (PI) or co-PI, to support scholarly efforts • Significant and continuous publication record as primary or senior author in peer-reviewed journals with high editorial standards • Collaborative scholarly work leading to peer-reviewed publications and external funding • National/international recognition for scholarly work, as evidenced by the following contributions: <ul style="list-style-type: none"> * Invited reviews/book chapters * Frequent invited presentations of scholarly work (symposia, seminars) * Appointment to editorial boards or as editor, co-editor, associate editor of scientific journals or books * Appointments or receipt of awards that require evaluation of professional competence * Evidence of leadership in the field of scholarly achievements

TEACHING Not Required			
SERVICE Not Required			

Criteria for Initial Appointment for Unranked Non-Tenure Track Faculty

CLINICAL INSTRUCTOR

Initial Appointment

To be appointed to clinical instructor, a candidate must possess a master's degree in nursing or its equivalent. The candidate is expected to develop courses, and teach and advise students successfully. The candidate is expected to maintain clinical licensure and expertise and to serve the school, university, and profession of nursing.

Clinical instructors are not eligible for promotion*

**To be eligible for promotion, clinical instructors must apply for and be hired into an advertised ranked non-tenure clinical assistant professor position.*