Faculty Appointments Determining Faculty Rank for Initial Appointments

Policy Statement

Eastern Kentucky University seeks to recruit and select highly qualified faculty. New full-time faculty will be hired, based upon their qualifications, at the rank of Instructor, Assistant Professor, Associate Professor, or Professor. The appropriate rank for the initial appointment to the University will be determined by the criteria set forth in this policy. Other factors, including, but not limited to, professional activity, scholarship or creative activity, and teaching effectiveness may be considered by the hiring official and approved by the Dean and Provost when determining initial rank.

Entities Affected by the Policy

- Colleges
- Libraries
- Departments
- Faculty

Criteria for Determining Rank for Initial Appointment to the University Faculty

The criteria listed below are intended for guidance in determining rank for initial appointment of university faculty, Model Laboratory School faculty, and Library faculty. These criteria are most directly applicable to the disciplines in which graduate terminal degree programs are generally available and in which it is customary for university faculty members in these disciplines to hold the graduate terminal degree. It is specifically recognized that university programs in certain specialized fields require faculty whose education and/or experience will be different from the stated criteria. In special cases, professional competency may be substituted for advanced degrees.

The Library faculty comprise their own academic unit and have analogous ranks. Instructor Librarian, Assistant University Librarian, Associate University Librarian, and University Librarian are analogous to those of Instructor, Assistant Professor, Associate Professor, and Professor, respectively. The criteria in this section apply to the Library ranks.

For Appointment to Instructor

This rank is reserved for faculty at Model Laboratory School. This rank may also be used for other University faculty not meeting the criteria for appointment to Assistant Professor but must meet the criteria for promotion to Assistant Professor to qualify for tenure (see Policy 4.6.4, Tenure and Promotion).

1.1 Educational qualifications: Master’s degree in appropriate discipline
1.2 Experience: Evidence of successful teaching and/or related work experience
For Appointment to Assistant Professor

1.1 Educational qualifications: — terminal graduate degree in appropriate discipline and as approved in compliance with Policy 4.6.1, Determining Qualifications for Faculty Teaching Credit Bearing Courses. A person who is “ABD” may be appointed as Assistant Professor with the approval of the Dean and the Provost.

1.2 Experience: — evidence of successful teaching (may be part-time teaching or service as graduate assistant) and/or related work experience

or

2.1 Educational qualifications: — Master’s degree plus advanced graduate study (equivalent to “ABD”) in appropriate discipline

2.2 Experience: — evidence of successful teaching (may be part-time teaching or service as graduate assistant) and/or related work experience

or

3.1 Educational qualifications: — Master’s degree plus one year (24 semester hours) of advanced graduate study in appropriate discipline

3.2 Experience: — three years of successful teaching and/or related work experience

For Appointment to Associate Professor

1.1 Educational qualifications: — terminal graduate degree in appropriate discipline and as approved in compliance with Policy 4.6.1, Determining Qualifications for Faculty Teaching Credit Bearing Courses.

1.2 Experience: — three years of successful college or university teaching at the assistant professor level (including administrative experience) and/or directly related work experience

1.3 Evidence of scholarly and/or creative achievements

For Appointment to Professor

1.1 Educational qualifications: — terminal degree in appropriate discipline and as approved in compliance with Policy 4.6.1, Determining Qualifications for Faculty Teaching Credit Bearing Courses.

1.2 Experience: — five years of successful college or university teaching at the associate professor level (including administrative experience) and/or directly related work experience

1.3 Evidence of scholarly and/or creative achievements

Definitions

Terminal Degree

The terminal degree is generally, for teaching purposes, the highest academic degree awarded in a field. In most cases, the terminal degree will be the doctorate; however, sometimes an advanced professional degree or a master’s degree will be the terminal degree in a particular field (e.g., MFA in Creative Writing). On rare occasions, the terminal degree may be a bachelor’s degree in the field. A distinction is made here between a terminal degree appropriate for teaching in higher education and a degree appropriate for autonomous practice outside the academy.

Interpreting Authority

Executive Vice President for Academic Affairs and Provost

Relevant Links

Policy 4.6.2 Adjunct Faculty
### Policy Adoption Review and Approval

#### Criteria for Initial Appointments

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<td>Adopted</td>
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<td>May 3, 1976</td>
<td>Faculty Senate</td>
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#### Establishment of Faculty Ranks

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Appendix

There are eight kinds of appointment to the faculty: (1) temporary, (2) probationary, (3) tenure, (4) visiting faculty, (5) lectureships, (6) clinical, (7) non-tenured tenure-track, and (8) tenured retirement transition program.

1. Temporary Appointments
Temporary appointments are normally for replacements for regular faculty members, visiting faculty, and part-time teaching assignments. (A separate handbook has been developed for part-time instructors).

Temporary appointments are for limited periods of time and for special purposes including outside funded projects. Time served in a temporary appointment may count toward tenure requirements if followed by a full-time probationary appointment or promotion.

Faculty appointed at the rank of instructor also have temporary appointment status since they cannot obtain tenure as an instructor.

1. Affiliated Adjunct Faculty Appointments
Affiliated adjunct faculty are persons whose principal employment lies outside the University and who receive a courtesy appointment in recognition for the performance of duties determined by a Department in support of its academic programs. See Policy 4.6.2.

2. Adjunct Faculty Appointments
Adjunct faculty are faculty employed part-time by the University primarily for instruction. Adjunct faculty may include, but are not limited to, persons in the Retirement Transition Program, facilitators for online courses, dual credit instructors, and administrators or staff. See Policy 4.6.13, See Policy 4.6.2.

3. Visiting Faculty Appointments
Visiting faculty are faculty employed for a specified and limited contract. Information regarding applicability, eligibility, criteria, and procedures for visiting appointments can be found in Policy 4.6.8—Visiting Faculty.

4. Lecture and Senior Lectureship Appointments
Information regarding applicability, eligibility, criteria, and procedures for lectureship appointments can be found in Policy 4.6.10—Lectureships.

5. Clinical and Senior Clinical Faculty Appointments
Information regarding applicability, eligibility, criteria, and procedures for clinical faculty appointments can be found in Policy 4.6.11—Clinical Faculty.

6. Probationary Appointments
   a. Non-Tenured Tenure-Track Faculty Appointments
Non-tenured tenure-track appointments are probationary and made on an annual basis until tenure is granted. Information regarding applicability, eligibility, criteria, and procedures for non-tenured tenure-track faculty appointments can be found in Policy 4.6.5.

7. Tenure Appointments
Information regarding applicability, eligibility, criteria, and procedures for tenure appointments can be found in Policy 4.6.4—Promotion and Tenure.

8. Retirement Transition Program
Information regarding applicability, eligibility, criteria, and procedures for Retirement Transition Program appointments can be found in Policy 4.6.9—Retirement Transition Program.