Policy on Research Faculty Positions  
College of Education  
University of Arizona

The title of Research Professor means a non-tenured, non-tenure eligible faculty member who has established himself or herself by expertise, achievements and reputation over a sustained period of time to be a distinguished scholar and a researcher but who may not have substantial academic experience. The primary responsibilities of this position are to engage in, be responsible for or oversee a significant area of research or scholarship in a manner that advances the mission of the university in a significant and substantial way. This title will be given to a person who is appointed to participate in a time-limited research program under the sponsorship of a tenured or tenure-track faculty member. Research Professors generally devote all of their time to research activities and will not have teaching assignments.

The employment of Research Professors is governed by the Arizona Board of Regents (ABOR) Policy Manual 6-201(C)(17), as well as the University Handbook for Appointed Personnel [http://web.arizona.edu/~uhap/]. Research professors shall have all rights, remedies, obligations and duties of other non-tenure track faculty members, except as specifically limited by either ABOR Policy or the UHAP.

Qualifications of faculty within the Research Professor title are as outlined in the UHAP, as follows:

3.13.03 Assistant Professors
Appointment or promotion to nontenure-eligible assistant professor will be recommended largely on evidence of promise, adequate training, depth of knowledge in a particular specialty, and capacity to undertake high quality teaching, research, or service. A nontenure-eligible assistant professor is appointed initially for a one-year period. This appointment may be renewed an indefinite number of times subject to satisfactory annual performance evaluations. Promotion to nontenure-eligible associate professorship is possible after a minimum of three years of service in rank.

Nontenure-eligible assistant professors must be informed by the department head every five years that they are being reviewed for retention in rank or for promotion to nontenure-eligible associate professor. Such recommendations shall be considered by the standing departmental and college committees on faculty status, and be forwarded to the Provost.

3.13.04 Associate Professors
Appointment or promotion to the level of nontenure-eligible associate professor will require evidence of an established and productive career in addition to the qualifications required of a nontenure-eligible assistant professor. Such an individual should be known
at the state and national level for his or her particular expertise. Such a person should contribute to the departmental program in a significant fashion. Annual reappointments may be made an indefinite number of times, subject to satisfactory performance evaluations.

A nontenure-eligible associate professor may be recommended for promotion to the rank of nontenure-eligible professor at any time but normally shall be reviewed for retention in rank every six years. During the fifth year, the faculty member must be informed by the department head that he or she has the right to be reviewed for retention in rank or for promotion to nontenure-eligible professor. A review will be conducted unless the faculty member declines in writing. Recommendations resulting from these reviews must be considered by the standing departmental and college committees on faculty status, as well as the department head and dean, and forwarded to the Provost's office for decision.

**3.13.05 Professors**
Appointment or promotion to the level of nontenure-eligible professor will require unique qualifications regarding expertise and experience in addition to those possessed by nontenure-eligible associate professors. Such an individual must have achieved national recognition through peer organizations and should bring distinction to the departmental program. Nontenure-eligible professors may be reappointed annually provided they continue to meet the criteria for the rank and perform satisfactorily as determined by annual performance evaluations (UHAP, [http://web.arizona.edu/~uhap/](http://web.arizona.edu/~uhap/)).

In addition to the University guidelines as outlined above, the following college guidelines will apply. Initial appointment of Research Professors, whether at the rank of Assistant, Associate, or Full, will be considered for qualification and appointed by the department head and dean.

Research Professors will be appointed typically for one-year renewal terms, under the provisions of UHAP 3.08. Renewal of such appointments will be at the discretion of the department head and the dean in consultation with the Sponsoring Faculty member. Renewal of the appointment will be based upon the availability of funds and upon annual performance reviews by the department head in consultation with the Dean. Reviews are due annually, and in the case of non-renewal, 90-day notice must be given in accordance with UHAP 3.13.

Research Professors ultimately report to the department head. Salaries of research professors shall be determined by the department head, in consultation with the research professor and sponsor, subject to final approval of the dean. Notices of appointment for research faculty whose appointments are funded wholly by nonstate funds, i.e., funds from a source other than state appropriations, must so state, and appointments may not be renewed if the nonstate funds are no longer available. If a research faculty member's appointment is partially funded by nonstate
funds and those nonstate funds become unavailable, the faculty member’s salary is subject to adjustment accordingly.

Promotion will be considered in accordance with criteria applicable to professors in those same ranks within the department, following recommendations of the Department Review Committee and discussions within the tenured/tenure-track faculty in the department. Consideration of promotion from Assistant to Associate and from Associate to Full professor typically will occur following five years of continuous employment. The following guidelines should be applied when considering the initial appointment or promotion of research professors in the college:

**Assistant Research Professor**
- Terminal degree or equivalent professional experience required. Units within the college will work with the dean’s office to define equivalent professional experience.
- Demonstrated success in academic scholarship
- Potential to achieve national recognition through peer organizations and to bring distinction to the departmental program

**Associate Research Professor**
- Terminal degree or equivalent professional experience required. Units within the college will work with the dean’s office to define equivalent professional experience.
- Demonstrated evidence of the advancement of academic scholarship in the field that brings distinction to the department and the college as evidenced by professional publications, conference presentations, and grant funding.
- Evidence of leadership in scholarly activity through service on editorial boards, elected leadership in professional scholarly organizations, and awards or honors for quality of scholarly work.

**Full Research Professor**
- Terminal degree or equivalent professional experience required. Units within the college will work with the dean’s office to define equivalent professional experience.
- Demonstrated evidence of the advancement of academic scholarship in the field that brings distinction to the department and the college as evidenced by professional publications, conference presentations, and grant funding. Truly exceptional performance demonstrated.
- Exemplary evidence of leadership in scholarly activity through service on editorial boards, elected leadership in professional scholarly organizations, and awards or honors for quality of scholarly work.
Faculty Sponsorship:

All Research Professorships will be sponsored by a tenured/tenure-eligible faculty member. Each sponsor will sign a statement of responsibility regarding the Research Professor’s intended work within the department and his/her agreement to undertake the following responsibilities:

- Work with the department head to provide the appropriate space needed by the research professor.
- Work with the department head to provide basic fundamental tools and services, including telephone, desk, office equipment and access to secretarial support.
- Provide necessary access to basic research equipment.
- Outline a plan for salary support in the event of loss of funding of account overages.
- Outline a mechanism of dispute resolution in the event disputes arise between the faculty sponsor and the research professor. In the event such disputes cannot be managed between the research faculty and the sponsor, they shall be managed under the grievance policies provided to all non-tenure track faculty through the UHAP and University procedures.
- If the sponsor should leave the University or decide to discontinue sponsorship, the research faculty member may be subject to nonrenewal of his/her contract. The department assumes no responsibility to find an alternative sponsor for the research faculty, but will support such faculty member in finding another sponsor, if possible. The department assumes no responsibility for continuing salary support of the faculty member, except to the extent outlined in his/her notice of appointment, the UHAP or University policies governing renewal of contracts.

Research Faculty expectations and limitations:

- Research professors are not expected to participate in teaching or service, but they are not excluded from voluntary participation, if they so desire.
- Like all faculty, professors may (upon the normal approval by the department head) act as sole PIs on grants. Matching funds may be negotiated with the head as in the case of any other faculty.
- Research faculty may mentor undergraduates, postdoctoral fellows, and visiting scientists. Research Faculty may not act as dissertation chairs of graduate students. They may act as members on graduate student committees, pending approval of the Graduate College, if it is in the best interests of the student. All such arrangements must be approved by the head.
Policy on Professor of Practice Positions
College of Education
University of Arizona

The title Professor of the Practice of Education describes a non-tenured, non-tenure eligible faculty member who has established himself or herself by expertise, achievements and reputation over a sustained period of time to be a distinguished professional in an area of practice or discipline but who may not have substantial academic experience. The primary responsibilities of this position are teaching courses, including seminars and independent studies, to undergraduates and graduate students in a manner that advances the educational mission of the university in a significant or substantial way. Ordinarily these positions are reserved for faculty whose responsibility consists of instruction or supervision of professional practice activities within the College. Professors of practice may be appointed for a period of more than one academic or fiscal year, but not more than three academic or fiscal years, as set forth in ABOR Policy 6-201(C). Such appointments may be renewed for subsequent periods. Practice faculty members are usually appointed at 0.5 FTE or higher and are eligible for all benefits available to similarly appointed employees at the University.

The employment of Professors of Practice is governed by the Arizona Board of Regents (ABOR) Policy Manual 6-201(C)(15), as well as the University Handbook for Appointed Personnel [http://web.arizona.edu/~uhap/]. Practice faculty shall have all rights, remedies, obligations and duties of other non-tenure track faculty members, except as specifically limited by either ABOR Policy or the UHAP.

3.13.03 Assistant Professors
Appointment or promotion to nontenure-eligible assistant professor will be recommended largely on evidence of promise, adequate training, depth of knowledge in a particular specialty, and capacity to undertake high quality teaching, research, or service. A nontenure-eligible assistant professor is appointed initially for a one-year period. This appointment may be renewed an indefinite number of times subject to satisfactory annual performance evaluations. Promotion to nontenure-eligible associate professorship is possible after a minimum of three years of service in rank.

Nontenure-eligible assistant professors must be informed by the department head every five years that they are being reviewed for retention in rank or for promotion to nontenure-eligible associate professor. Such recommendations shall be considered by the standing departmental and college committees on faculty status, and be forwarded to the Provost.

3.13.04 Associate Professors
Appointment or promotion to the level of nontenure-eligible associate professor will
require evidence of an established and productive career in addition to the qualifications required of a nontenure-eligible assistant professor. Such an individual should be known at the state and national level for his or her particular expertise. Such a person should contribute to the departmental program in a significant fashion. Annual reappointments may be made an indefinite number of times, subject to satisfactory performance evaluations.

A nontenure-eligible associate professor may be recommended for promotion to the rank of nontenure-eligible professor at any time but normally shall be reviewed for retention in rank every six years. During the fifth year, the faculty member must be informed by the department head that he or she has the right to be reviewed for retention in rank or for promotion to nontenure-eligible professor. A review will be conducted unless the faculty member declines in writing. Recommendations resulting from these reviews must be considered by the standing departmental and college committees on faculty status, as well as the department head and dean, and forwarded to the Provost's office for decision.

3.13.05 Professors
Appointment or promotion to the level of nontenure-eligible professor will require unique qualifications regarding expertise and experience in addition to those possessed by nontenure-eligible associate professors. Such an individual must have achieved national recognition through peer organizations and should bring distinction to the departmental program. Nontenure-eligible professors may be reappointed annually provided they continue to meet the criteria for the rank and perform satisfactorily as determined by annual performance evaluations (UHAP, http://web.arizona.edu/~uhap/).

In addition to the University guidelines as outlined above, the following college guidelines will apply. Initial appointment of Professors of Practice, whether at the rank of Assistant, Associate, or Full, will be considered for qualification and appointed by the department head and dean.

Professors of Practice will be appointed typically for one-year renewal terms, under the provisions of UHAP 3.08. Renewal of such appointments will be at the discretion of the department head and the dean in consultation with the departmental faculty. Renewal of the appointment will be based upon the availability of funds and upon annual performance reviews by the department head in consultation with the Dean. Reviews are due annually, and in the case of non-renewal, 90-day notice must be given in accordance with UHAP 3.13.

A practice faculty member, whether at the rank of Assistant, Associate, or Full, should be assigned a teaching load that is greater than that typically assigned to tenure track faculty in the unit. Other responsibilities, assigned at the discretion of the department/college, could include service and/or professional development, and/or minimal requirements to meet academic qualification for accreditation in a particular area.
Promotion will be considered in accordance with criteria applicable to professors in those same ranks within the department, following recommendations of the Department Review Committee and discussions within the tenured/tenure-track faculty in the department. Consideration of promotion from Assistant to Associate and from Associate to Full professor typically will occur following five years of continuous employment. The following guidelines should be applied when considering the initial appointment or promotion of research professors in the college:

**Assistant Professor of Practice**
- Terminal degree or equivalent professional experience required. Units within the college will work with the dean’s office to define equivalent professional experience.
- Demonstrated success in academic or professional instruction.
- Potential to contribute to the advancement of learning in the field.

**Associate Professor of Practice**
- Terminal degree or equivalent professional experience required. Units within the college will work with the Dean’s office to define equivalent professional experience.
- Contributions to advancing learning in the field as evidenced by professional publications, conference presentations, and local outreach work.
- Demonstrated excellence in academic or professional instruction, evidenced by student evaluations, teaching portfolios, peer review of teaching, student outcomes.
- Evidence of leadership in instructional activity that has had significant impact on the department, college, or university.

**Full Professor of Practice**
- Terminal degree or equivalent professional experience required. Units within the college will work with the dean’s office to define equivalent professional experience.
- Contributions to advancing learning in the field as evidenced by professional publications, conference presentations, and local outreach work.
- Demonstrated excellence in academic or professional instruction, evidenced by student evaluations, teaching portfolios, peer review of teaching, student outcomes.
- Very high performance standard
- Minimum expectation is for national visibility for candidate’s instructional activities and/or practice, achievable through:
  - leadership in professional organizations
  - instructional methods and/or materials disseminated nationally
  - grant funding for instructional activities/innovation