

# 1 **PAC-1 Definition of Academic Titles**

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3 **Policy:** PAC-1

4 **Subject:** Definition of Academic Titles

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## 8 **PURPOSE:**

9 To describe the academic titles and the qualifications necessary for appointments or promotion to  
10 them.

## 11 **EARNED DEGREES:**

12 In assessing candidates' credentials for personnel actions, the University will accept only those  
13 degrees earned at institutions in the United States that have been accredited by regional higher  
14 education accrediting associations and professional accrediting associations (in disciplines in  
15 which such accrediting takes place) or foreign degrees that have been earned at institutions  
16 recognized by their respective governments. These earned degrees are the only ones that the  
17 University will acknowledge for appointment, determination of rank, or subsequent personnel  
18 decisions. Further, misrepresentation of such information by an individual can be cause for  
19 termination of employment.

## 20 **TERMINAL DEGREE:**

21 The terminal degree will be considered an earned doctorate from an accredited institution in the  
22 individual's teaching field as recognized by the Southern Association of Colleges and  
23 Schools. Exceptions will be those non-doctoral degrees considered to be terminal degrees by  
24 discipline-specific accrediting bodies recognized by the Council for Higher Education  
25 Accreditation (CHEA) ~~Commission on Recognition of Postsecondary Accreditation (CORPA).~~

## 26 **REGARDING THE CRITERIA FOR RANKS:**

27 The minimal criteria set forth for these ranks should not be interpreted as an exclusive set of  
28 conditions to be met or so rigidly applied as to prevent the appointment or promotion when an  
29 individual submits an approved record of outstanding professional experiences and demonstrated  
30 contributions to the teaching field in lieu of formal academic preparation. These criteria may be  
31 supplemented by departmental and/or college requirements agreed upon by the faculty of the  
32 department and colleges. Deans and/or Department Chairs/Associate Deans must inform faculty

33 members and the University Faculty Promotion Committee of all supplemental requirements for  
34 promotion.

## 35 **GENERAL ACADEMIC RANKS:**

36 These following ranks are recognized by the University.

- 37 1. Lecturer. This title is used for appointments of nonregular faculty members who teach on  
38 a temporary or ad hoc basis, or if on a continuing basis, for less than full-time. The  
39 minimum qualification is the master's degree with 18 graduate semester hours in the  
40 teaching field or an approved record of outstanding professional experience and  
41 demonstrated contributions to the teaching field.
- 42 2. Instructor. This title is for an individual whose primary responsibility is teaching. The  
43 minimum qualification for this fixed-term, non-tenurable faculty rank is a master's degree  
44 with at least 18 graduate semester hours in the teaching field or an approved record of  
45 outstanding professional experience and demonstrated contributions to the teaching field.
- 46 3. Assistant Professor or Visiting Assistant Professor. The terminal degree in the teaching  
47 field is expected for this rank.
- 48 4. Assistant University Librarian or Visiting Assistant University Librarian. The terminal  
49 degree is expected for this rank.
- 50 5. Associate Professor. The Associate Professor shall possess the terminal degree in the  
51 teaching field, and if the rank is granted upon appointment, there must be evidence of  
52 scholarly, artistic, or professional achievements. Consistent with PAc-2, this rank will be  
53 awarded to assistant professors who successfully complete their probationary periods and  
54 achieve tenure.
- 55 6. Associate University Librarian. The Associate University Librarian shall possess the  
56 terminal degree, and if the rank is granted upon appointment, there must be evidence of  
57 scholarly or professional achievements.
- 58 7. Professor. The terminal degree in the teaching field is required, and if the rank is granted  
59 upon appointment, there must be evidence of scholarly, artistic, or professional  
60 achievements. This rank should be reserved for persons of proven stature in their  
61 fields. When considered for promotion to this rank, a faculty member must meet the  
62 criteria required in PAc-2.
- 63 8. University Librarian. The terminal degree is required, and if the rank is granted upon  
64 appointment, there must be evidence of scholarly or professional achievements. This  
65 rank should be reserved for persons of proven stature in their fields.

## 66 **CLINICAL FACULTY APPOINTMENTS:**

67 A Clinical Faculty Appointment is used for current or former staff employees of external clinical  
68 affiliates associated with such programs of study at the University.

## 69 **VISITING APPOINTMENTS:**

70 Visiting appointment titles are used to designate individuals from other institutions or employees  
71 who have full-time or part-time employment for a limited period of time. The titles used for  
72 these visiting appointments will be determined by the academic unit and approved by the  
73 Provost.

## 74 **UNIVERSITY LIBRARIANS:**

75 The functional identity of librarians grants them faculty status and equates their professional  
76 responsibilities with teaching. PAc-31 defines them within the Division of Academic Affairs.

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