

1 **POLICY: PAC-1**

2 **Subject:** Definition of Academic Titles

3 **Approval Date:** 07/01/85

4 **Revision Date:** 05/12/95; 03/13/2009; 08/08/2019

5 **Last Review Date:** ~~08/08/19~~10.3.2023

6 **PURPOSE:**

7 To describe the academic titles and the qualifications necessary for appointments or promotion to  
8 them.

9 **EARNED DEGREES:**

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

18 **TERMINAL DEGREE:**

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

24 **REGARDING THE CRITERIA FOR RANKS:**

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

33 **GENERAL ACADEMIC RANKS:**

34 These following ranks are recognized by the University.

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

## 68 CLINICAL FACULTY APPOINTMENTS:

69 A Clinical Faculty Appointment is used for current or former staff employees of external clinical  
70 affiliates associated with such programs of study at the University. A clinical assistant, associate  
71 or professor appointment is a part-time or full-time non-tenure track appointment opportunity for  
72 faculty with a discipline that has clinical or practice-oriented terminal degrees. Examples could  
73 include nursing, veterinary medicine, medicine, law/legal, the arts, education, etc. Clinical  
74 appointments shall teach full-time and have service components assigned by the department  
75 chair/associate dean but are not required to conduct research unless embedded within a specific  
76 job description.

## 77 VISITING APPOINTMENTS:

78 Visiting appointment titles are used to designate individuals from other institutions or employees  
79 who are employed either full-time or part-time for a limited period of time. The titles used for

80 these visiting appointments will be determined by the academic unit and approved by the  
81 Provost.