

**Guidelines for Career-Track Faculty: Professor of Practice**  
**Department of Planetary Sciences/LPL**  
**College of Science, University of Arizona**

The title Professor of Practice recognizes a career-track instructional faculty member (non-tenure eligible) who has established themselves by expertise, achievements, and reputation over a sustained period of time to be a distinguished professional in an area of practice or academic discipline in Planetary Sciences. The primary duty of a Professor of Practice is teaching undergraduate classes, with a secondary focus on supervision of professional practice activities, curriculum development and departmental service. Given the duties of a Professor of Practice, this will be a person with a doctoral degree in Planetary Sciences or similar field and postdoctoral research and/or teaching experience, although it would be possible for a person without one of these requirements to have an initial appointment at the Assistant rank.

The primary responsibilities of this position are in the broad area of teaching and instruction. This includes (but is not limited to) leading undergraduate courses and may include supervision of instructional activities by graduate students, mentoring and advising undergraduate students, and participation on student committees. Teaching will extend to peers and there will be expectation for contribution to teaching assessment and peer-education. Professors of Practice may also have scholarship/research roles which could include engaging in the dissemination of information on the scholarship of teaching, instruction, and learning, and engaging in acquiring funding related to teaching and instruction.

Professors of Practice are appointed within the Department and will have all the privileges and responsibilities of faculty members in the unit as outlined in the departmental Bylaws and UHAP policies (UHAP Chapter 3). They will be evaluated annually (UHAP 3.2) and for promotion (UHAP 3.3.03) in a similar manner as other faculty members in the unit. Professors of Practice may be appointed for a period of more than one academic year, but not more than three academic years, as set forth in Arizona Board of Regents (ABOR) Policy 6-201(C). Such appointments may be renewed for subsequent periods an indefinite number of times subject to satisfactory annual performance evaluations. Professor of Practice faculty members are appointed at 0.5 full-time equivalent (FTE) or higher and are eligible for all benefits available to similarly appointed employees at the University. Professor of Practice faculty shall have all the rights, remedies, obligations, and duties of other career-track faculty (non-tenure) members, except as specifically limited by either ABOR policy or the University Handbook for Appointed Personnel.

**Initial Appointment to Assistant Professor of Practice**

The initial appointment to the level of Assistant Professor of Practice is based on the candidate's promise as an educator and on the department's desire to support colleagues who contribute substantially to the department's educational goals. Appointment at this rank typically requires two or more years of postdoctoral or other relevant experience, including teaching experience within the discipline. The individual must provide promise of disciplinary scholarship or scholarship in areas of teaching and learning within his or her discipline.

The initial appointment of Professors of Practice, whether at the rank of Assistant, Associate, or Full, is made by the Department Head and Dean of the College of Science, following an advisory faculty vote. New Professors of Practice are typically appointed for one year. Renewal of such appointments is at the discretion of the Department Head and Dean and will be based upon the availability of funds and upon annual performance reviews by the Department Head and Dean of the College of Science.

Specific qualifications and potential kinds of evidence for Professor of Practice faculty within each rank are outlined in the table below.

### **Appointment/Promotion to Associate Professor of Practice**

In addition to the requirements and responsibilities for appointment as Assistant Professor of Practice, appointment at, or promotion to, the level of Associate Professor of Practice typically requires evidence of an established and productive career and is possible only after a minimum of three years of service as an Assistant Professor of Practice or comparable experience.

Promotion is based on a history of excellent performance in teaching, and contributions in research/scholarship and service, commensurate with workload assignment, as documented in the CV, promotion dossier, and by internal and/or external letters, with the potential for continued excellence. Individuals at this rank are expected to have achieved local and state recognition in their area of expertise. National recognition may be achieved but is not required at this rank because the primary focus is directed toward excellence in teaching and/or contributions to the university's teaching mission. In addition, individuals at this level should have clear documentation of research/scholarship and service at a more advanced level than that required for Assistant Professors of Practice. Examples are found in the table above.

Contract Length: Associate Professors of Practice will receive an appointment for up to a two- year term, subject to approval by the Provost, with renewal based on review of performance.

### **Appointment/Promotion to Full Professor of Practice**

In addition to the requirements and responsibilities for appointment as Associate Professor of Practice, appointment at, or promotion to, Full Professor of Practice should signify that individuals are established figures in their field and recognized nationally and/or internationally for their educational accomplishments and contributions as documented by their CV, promotion dossier, and internal and external letters. Individuals should also show evidence of significant contributions to the strength, reputation, educational mission, and leadership of the Department, College or University. Promotion to Full Professor of Practice may occur at any time, but normally Associate Professors of Practice will be reviewed for promotion after four years of experience in rank. During the fourth year, the Department head must inform the Associate Professor of Practice that they have the right to be reviewed for promotion to Full Professor of Practice. A review will be conducted when the faculty member affirms in writing that they are interested in being promoted. If the faculty member does not indicate their interest in being promoted, the Associate Professor of Practice will be retained in rank for the duration of his/her existing contract, and the contract may be renewed based on performance as standard for the rank.

Contract Length: Full Professors of Practice will receive an appointment for up to a three-year term, subject to approval by the Provost, with renewal based on review of performance.

Table 1: Department of Planetary Sciences: Criteria for Professor of Practice (Career-Track)

	Assistant	Associate	Full
Teaching	<p>For appointment, candidate meets all of the following (applicable) criteria:</p> <ul style="list-style-type: none"> <li>Evidence of rigorous teaching that incorporates engaging pedagogical approaches and clearly documented student outcomes. This can be classroom-based teaching or teaching in individual or small group settings. In either case, there should be clear documentation of student learning and evidence of positive feedback from students and peers.</li> <li>Can demonstrate knowledge and expertise to meet instructional needs of the department as evidenced by physical and on-line course materials that reflect up-to-date, evidence-based information.</li> </ul> <p>AND specific duties once appointed may include:</p> <ul style="list-style-type: none"> <li>Teaching one undergraduate General Education course per semester.</li> <li>Participation in the Teaching Teams/Preceptor program.</li> <li>Participation in other roles as needed by the Department to enhance student learning, including supervising and training GTAs/Preceptors, and providing evaluations of teaching effectiveness for internal assessment.</li> <li>Serve as a voting member of the departmental Curriculum Committee.</li> </ul>	<p>Meets criteria for Assistant and the following additional criteria:</p> <ul style="list-style-type: none"> <li>Recognized outside the department for excellence in teaching and/or contributions to the university's teaching mission (e.g., through letters of support or invitations to present at a state/national meeting on teaching content).</li> </ul> <p>AND at least two of the following:</p> <ul style="list-style-type: none"> <li>Develops or implements new methodologies, instructional technologies, and/or innovative teaching strategies promoting an active learning environment.</li> <li>Provides support and education within the unit to peers wishing to implement instructional approaches in their classes.</li> <li>Creates innovative or culturally- inclusive programs/formats for education experiences.</li> <li>Develops new courses for the department.</li> <li>Demonstrated record of excellence in mentoring undergraduate students in projects related to research or outreach activities.</li> </ul>	<p>Meets criteria for Associate and at least two of the following additional criteria:</p> <ul style="list-style-type: none"> <li>Receives national recognition for classroom teaching or assessment innovations. (e.g., presentations at national conferences, workshops) for teaching or assessment innovations.</li> <li>Develops new methodologies for assessing teaching effectiveness or for meeting curricular goals.</li> <li>Develops new programs or certificates</li> </ul>
Research/ Scholarship	<p>Candidate would be expected to:</p> <ul style="list-style-type: none"> <li>Be actively involved in the educational community of their disciplines (e.g., by engaging in the Scholarship of Teaching and Learning (SOTL) community at UArizona.</li> </ul>	<p>Meets criteria for Assistant and the following additional criteria:</p> <ul style="list-style-type: none"> <li>Engages in dissemination of information on the scholarship of teaching and learning at the local/state level.</li> <li>Pursues support for</li> </ul>	<p>Meets the criteria for Associate and one of the following additional criteria:</p> <ul style="list-style-type: none"> <li>Secures grants or gifts to support science or science education activities.</li> <li>Presents and/or publishes scholarship at a national level in the</li> </ul>

	Assistant	Associate	Full
	<ul style="list-style-type: none"> <li>• Participate in curriculum development in General Education.</li> </ul>	resources related to undergraduate education from sources external to the department, which may include campus offices/resources as well as competitive funding sources.	areas of research in science or science education in academic journals or the popular press.
Service/ Outreach	<p>Candidate would be expected to:</p> <ul style="list-style-type: none"> <li>• Serve on departmental committees.</li> <li>• Engage in efforts to foster student engagement in outreach, retention, internships, or research.</li> </ul>	<p>Meets criteria for Assistant and the following additional criteria:</p> <ul style="list-style-type: none"> <li>• Expands service to additional departmental, college, or university committees.</li> <li>• Leads efforts to foster student engagement in outreach, retention, internships, or research.</li> </ul>	<p>Meets the criteria for Associate and one of the following additional criteria:</p> <ul style="list-style-type: none"> <li>• Serves on national or international committees.</li> <li>• Serves in a leadership position within the department, college, university, or state.</li> </ul>