

OREGON INSTITUTE OF TECHNOLOGY

**Academic Rank and Promotion for Instructional Faculty
OIT-20-040**

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Criteria for Promotion:

Demonstrate competency in teaching in all of the following ways:

Select and organ

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academic community. Scholarship may take many forms in different disciplines, with many measures of success, but distinction in scholarship should include several forms over a sustained period. These forms may include involvement of OIT students in projects or research, external conference presentations, peer-reviewed publications, external funding, patents, or research partnerships with industries and agencies. This is not intended to be an exhaustive listing; candidates should document all activities they deem relevant. Applicants are responsible for establishing the significance and scholarly nature of all activities.

In addition, all candidates for promotion to full professor are expected to satisfy the following criteria. Demonstrate continued excellence in teaching in all of the following ways:

Foster student learning in an environment that promotes student mastery of course objectives

Assume initiative in instructional improvement and curricular development in the department

Contribute to the design and improvement of departmental courses and curricula

Participate in professional development related to teaching and learning

Continue to actively contribute in service to the department, campus, or university and participate actively in university committee activities. Engage in professionally-related public service and mentor less experienced faculty whenever possible.

Show evidence of continuing professional development, scholarship and creativity. Professional development may be evidenced in a broad variety of activities. This may include, but is not limited to, continuing coursework, or professional certification, consulting work, publication, applied research, and/ or by contributing to state, regional, or national/international professional organizations.

Salary Increase for Promotion in Rank: Either 10% or to the discipline floor for the new rank, whichever is greater. Total raises resulting from post-tenure review and promotion procedures for associate professors in any 5-year period shall not exceed the greater of 10% or the discipline specific salary floor of full professors.

Promotion Committees: Definitions and Membership

1. Promotion Review Committee

Each department shall form a Promotion Review Committee to consider faculty promotions.

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2. Each applicant will submit a portfolio to the Promotion Review Committee by the end of the first week of spring term. The committee will verify eligibility as well as evaluate performance in terms of the criteria outlined above. The committee will submit a written decision to the department chair by the end of the third week of spring term, listing specific activities where the applicant has met or exceeded the promotion criteria and/or identifying specific areas where the applicant has not met the criteria. The content of the Promotion Review Committee decision shall be confidential and shall not be divulged by its members. The committee may solicit other information to confirm documentation in the applicant's portfolio; however, no anonymous input may be solicited or accepted, nor can sources be kept confidential.
3. The department chair will attach a letter of support/non-support to the committee decision and forward both to the college dean by the end of the fourth week of spring term. The chair shall place copies of the documentation forwarded by the Promotion Review Committee in the college dean's office.
 - a. Applicants may appeal a negative decision by the Promotion Review Committee to the College Promotion Committee only after the applicant first meets with the department chair and chair of the Promotion Review Committee. In the case of disagreement, the applicant shall initiate the appeal process by submitting a letter of rebuttal to the college dean by the end of the fourth week of spring term. Upon request, the moderator of the college committee shall provide each applicant an opportunity to address the College Promotion Committee to present a case for promotion.
 - b. The College Promotion Committee will consider all evidence and determine whether the College Promotion Committee decision is final. If the College Promotion Committee decides not to review the application further or the applicant chooses not to appeal the Promotion Review Committee decision, the college dean shall place copies of the documentation forwarded by the Promotion Review Committee in the college dean's office.
4. Each department chair will summarize the key points of the recommendation to the College Promotion Committee for each applicant advanced by the Promotion Review Committee. The College Promotion Committee will make promotion decisions based on the criteria outlined above. No secret ballots will be allowed. The content of the College Promotion Committee decision shall be confidential and shall not be divulged by its members.
 - a. The moderator of the College Promotion Review Committee will submit a separate report to the Promotion Advisory Committee and the college dean, summarizing the College Promotion Review Committee decision for each applicant, including all documentation from Promotion Review Committees and department chairs, by the end of the sixth week of spring term. The secretary for the Promotion Advisory Committee shall place a copy of the report in the college dean's office and organize applications for promotion.

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Recommended by:

Faculty Senate April 7, 2009; Revised April 6, 2010; Revised Dec. 7, 2010; Revised Feb. 7, 2012;
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May 19, 2009; Amended April 14, 2010; Amended April 5, 2011;
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Approved: _____



Christopher G. Maples, President

Date: _____ June 22, 2015 _____