

## ARTICLE [x]. APPOINTMENTS: Academic Classification and Rank

### Section 1 Description

At the time of hire, the Employer shall assign each bargaining unit member the classification, category, and rank described in the job offer; changes that are the result of faculty evaluation, award of tenure, promotion in rank, or other changes as noted in Article [x] on Promotion and Tenure, or Article [x] on Non-tenure Track Faculty Promotion shall determine new ranks within a category.

### Section 2 Classification.

The following are the classifications that apply to bargaining unit positions. A classification identifies the type of position.

(a) **TENURE-TRACK AND TENURED:** A paid position wherein an individual is designated by the Employer in writing as eligible for annual tenure or has been granted indefinite tenure in writing by the President of Oregon Tech.

(b) **NON-TENURE TRACK (NTT):** A non-tenure track paid position that is fixed term and ongoing.

(c) **VISITING:** A non-tenure track paid position for a fixed term (up to three academic years). Visiting appointments shall be considered for (1) an individual who holds a similar, or relevant appointment at another institution or (2) pursuant to norms of the specific discipline, an individual who has recently obtained a terminal degree and is seeking further professional experience prior to seeking a professorship. If a visiting position is renewed it will be converted to a non-tenure track position.

(d) **RETIRED:** A non-tenure track paid appointment. A bargaining unit faculty member is considered to be retired if he or she resigns or is terminated without cause from employment with Oregon Tech, or enters into a tenure reduction or relinquishment agreement and is:

(i) Eligible for unreduced or reduced benefits under the Public Employees' Retirement System (for participants in PERS) or the Oregon Public Service Retirement Program (for participants in OPSRP);

(ii) Eligible under Internal Revenue Service rules to withdraw funds from an account established under Optional Retirement P

### Section 3 Category

The following are the categories that apply to bargaining unit positions. A category describes a rank or group of ranks.

(a) **PROFESSOR:** This category can only be used in the Tenure Track or Tenured, Visiting or Retired classifications. This category requires paid appointments with duties in all three areas of instruction; research, scholarship, and/or creative works; and service.

(b) **INSTRUCTOR:** This category can only be used in the Non-Tenure Track, Visiting, or Retired classifications. This category requires paid appointments with primary duties in the area of

46 instruction. Instructor duties may include advising and mentoring responsibilities as well as  
47 professional development, for example but not limited to, involvement in design and development  
48 of courses and the curriculum, and departmental service.

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50 (c) PROFESSOR OF PRACTICE: This category can only be used in the Non-Tenure Track,  
51 Visiting, or Retired classifications. This category requires paid appointments with primary duties in  
52 the area of instruction. Professors of Practice are required to maintain connections with industry  
53 such as maintaining professional certifications or maintaining paid position(s) in their related field.  
54 A Professor of Practice shall have a substantial basis of experience equal to a tenured professor  
55 (normally a minimum of 12 years); a national/international reputation for excellence reflected in a  
56 record of significant accomplishments; and have an extensive background in a field and discipline  
57 relevant to the college, or department of appointment at Oregon Tech.

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59 (d) LIBRARIAN: This category can only be used in the Tenure Track or Tenured, Non-Tenure  
60 Track or Retired classifications. This classification requires paid appointments with primary duties in  
61 the university libraries.

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63 (e) CLINICAL INSTRUCTOR/COORDINATOR: This category can only be used in the Non-  
64 Tenure Track, Visiting or Retired classifications. This classification requires paid appointments with  
65 primary duties in medical professions, clinical instruction or clinical research.

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#### 67 **Section 4. Rank.**

68 The following are the ranks within the categories described above. Ranks define the level of  
69 promotion within a category.

70 (a) PROFESSOR: Ranks in this category in ascending order are: Assistant Professor,  
71 Associate Professor, and Professor.

72 (b) INSTRUCTOR: Ranks in this category in ascending order are: Instructor I, Instructor II,  
73 Senior Instructor I, Senior Instructor II.

74 (c) PROFESSOR OF PRACTICE: The only rank in this category is professor of practice.

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76 (d) LIBRARIAN: Ranks in this category in ascending order are: Assistant Librarian,  
77 Associate Librarian, and Senior Librarian.

78 (e) CLINICAL INSTRUCTOR/COORDINATOR: Ranks in this category are: Clinical

89 tenure track classification into a tenure track is only required if the original search was not a national  
90 search.

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92 Bargaining unit faculty members in the Visiting classification who believe that their positions should  
93 be positions in the NTT classification may petition for reclassification after the completion of two  
94 years of appointment. Because the defining characteristic of Visiting Professor classification is of  
95 limited duration, the decision of the Provost or designee should be guided by the current and  
96 anticipated need of the position.

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98 A reclassification or recategorization shall take effect at the beginning of the next fiscal year,  
99 contract renewal, or academic year, or other date as approved by the Provost or designee.

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101 A change in rank within a category requires a promotion, consistent with the processes outlined in  
102 Articles [x] and [x] on Promotion and Tenure, and respectively NTTF Promotion. No faculty shall  
103 be demoted, except in cases outlined in Article [x] on Progressive Discipline.