



COLLEGE OF LIBERAL ARTS AND SCIENCES

Guidelines and Procedures for Appointments and Promotion within the Clinical Academic Ranks

APPOINTMENT

Appointments to the clinical faculty track include Clinical Assistant Professor, Clinical Associate Professor, and Clinical Professor. As specified in the *University Statutes* (IX.3.c), clinical track contracts do *not* carry tenure eligibility or tenure status. The clinical track is intended to stimulate and reward excellence in teaching and clinical/professional practice¹ activities, and to promote and credit contributions in the areas of research/scholarship and service as appropriate.

For appointment, reappointment, and promotion on this track, a faculty member should show considerable involvement in teaching and practice. Scholarship/research activities and service activities will be more variable. They will be governed by the interests and career directions pursued by the faculty member and the ways in which those activities complement the needs and resources of the unit.

Review of candidates for hiring and promotion as clinical faculty will involve a rigorous external evaluation process. Qualifications for the three clinical faculty ranks are evaluated in terms of their focus on teaching and clinical/practice activities, as well as research/scholarship and service credentials as appropriate.

Qualifications for Appointment and Promotion

Clinical Assistant Professor

- PhD (or by exception MA)
- Effective contributions in the area of teaching, the training of teachers/clinicians, and clinical/professional practice activities
- Participation in service and/or scholarly activities
- Participation in program development activities

¹ Practical aspects of the clinical rank may include basic language program direction, teacher education, internship program direction, laboratory supervision and other forms of professional practice, as well as more traditional clinical responsibilities.

Clinical Associate Professor

- Experience at the Clinical Assistant Professor rank or equivalent
- Effective contributions in the area of teaching, the training of teachers/clinicians, and clinical /professional practice activities
- Substantive contributions in service, community engagement, and/or scholarly activities

Clinical Professor

- Experience at the Clinical Associate Professor rank or equivalent
- Effective contributions in the area of teaching, the training of teachers/clinicians, and clinical/professional practice activities
- Participation in service, community engagement and/or scholarly activities
- Effective contributions in the area of engagement and service
- Externally recognized contributions in some of these areas
- Record of obtaining external funds, if appropriate to the circumstances of the appointment at UIC

REVIEW & PROMOTION PROCESS

Criteria for appointment are determined by the *Statutes of the University of Illinois* and the faculty of the College of LAS. In keeping with those criteria, promotion should be based on issues of merit, equity, and the assumption of additional responsibilities. At the time of the promotion process, each unit shall provide a statement of norms that apply in each particular case. Insofar as merit and the assumption of additional responsibilities are inherent in the promotion criteria as outlined, promotion will be recognized by a salary increase. This increase will be implemented during the next contract year, or as soon as the budget permits after the change in rank has been approved.

Clinical Assistant Professors are not subject to the seven-year probationary period applicable to tenure-track faculty, but Clinical Assistant and Clinical Associate Professors are to be reviewed at least every five years for retention in rank and/or for promotion. During the fifth year, the clinical faculty member must be informed by the unit administrator that he/she has the right to be reviewed for promotion, provided that the appointment is for not less than 0.5 FTE.

Appointments of less than 0.5 FTE and short-term appointments are not ordinarily eligible for promotion in rank. Faculty who are eligible to be considered for promotion have the right to request such a review. Normally these reviews take place at the commencement of the sixth year of appointment at the rank of Clinical Assistant (or Associate) Professor, but qualified candidates may be considered for promotion at any time deemed appropriate by the department.

When deliberating and voting on cases in the clinical-track, *and only for such cases*, the department shall endeavor to appoint, with voting rights, to its P&T committee one or more clinical faculty within the department, or sub-unit in the department, who hold a rank equal to or greater than the one for which the candidate is being considered. The number of clinical faculty included on the departmental P&T committee is to be determined according to a policy adopted by the unit as part of its P&T Guidelines and in keeping with the size of the pool of clinical faculty of appropriate rank within the unit.

Recommendations for changes in rank are considered during the normal P&T cycle and go through all of the same levels of review from department, to college, to campus level, to Provost, following campus guidelines for promotion in the clinical track. In considering and preparing cases for the promotion of clinical faculty, departments must follow campus, college, and departmental guidelines and policies:

Campus

- [Campus Guidelines for promotion of faculty in the clinical ranks](#)
- [Campus P&T Calendar](#)
- [Campus forms \(Part IV\)](#)

College

- [LAS guidelines](#) and included herein
- [LAS P&T Calendar](#)

Department

- Departmental P&T Guidelines for promotion in the clinical ranks