1.2 Faculty Classifications

1.2.1 Tenure Eligible Positions
The tenure eligible positions include assistant professor, associate professor, and professor. Tenure eligible faculty shall have a maximum probationary period no longer than seven (7) years in full-time service at tenure eligible rank, except in cases of waiver by the President for an individual faculty member.

All tenure eligible positions require an earned doctorate or other terminal degree in the appropriate discipline. Any exception to this degree requirement must be recommended by the faculty and Chair of the academic unit, and approved by the Provost.

Achievement of a faculty rank at NAU shall be determined by evaluation and recommendation using written academic unit criteria which must be approved by the Dean and Provost before implementation. Academic unit criteria may exceed, but must not be less than ABOR standards (6-201 I.) and the NAU standards below.

ASSISTANT PROFESSOR
The rank of assistant professor is a tenure eligible position.
To hold the rank of assistant professor, the faculty member, at a minimum, must:

a. Demonstrate effectiveness in teaching, advisement, and other student-related responsibilities, or, in the case of a new appointment, show promise of effectiveness.

b. Show promise of scholarly activity or other creative endeavors related to the faculty member's discipline.

c. Show promise of service to the profession and the university community.

ASSOCIATE PROFESSOR
The rank of associate professor is a tenure eligible or tenured position. A faculty member may not be promoted to associate professor unless concurrently standing for tenure, but a faculty member may be hired as a non-tenured associate professor. Normally, a faculty member becomes eligible to apply for the rank of associate professor in the sixth (6th) year of full-time service at the rank of assistant professor at NAU. Any prior service credit to be counted must be agreed to in writing at the time of hire.

To hold the rank of associate professor, the faculty member, at a minimum, must have:

a. A record that shows substantial evidence of effectiveness in teaching, advisement, and other student-related responsibilities.

b. A record that shows a sustained pattern of scholarly activity or other creative endeavors related to the faculty member's discipline.

c. A record that shows a pattern of sustained service to the profession and the university community, and the potential to assume a leadership role within the faculty as one moves toward the rank of professor.

PROFESSOR
A faculty member must be tenured in order to be promoted to the rank of professor, unless at the time of initial appointment the Notice of Appointment indicates it is at the rank of professor without tenure. Professors are faculty who have achieved significant accomplishments in the areas of teaching and research. Normally, a faculty member becomes eligible to apply for the rank of professor in the sixth (6th) year of full-time service at the rank of associate professor at NAU (including any prior service credit agreed to at the time of hiring as associate).

To hold the rank of professor, the faculty member, at a minimum, must have:

a. A sustained pattern of high-quality teaching, advisement, and other student-related responsibilities.

b. A sustained pattern of high-quality scholarly or other creative endeavors related to the faculty member’s discipline.

c. A record that shows a mix of sustained service to the profession and the University community and evidence of leadership within the faculty member's department (e.g., demonstrated ability to assume leadership roles within the department, college, and/or the University at large, and to mentor junior faculty).

In addition to providing evidence of effectiveness in all areas, faculty who apply for the rank of professor must demonstrate outstanding accomplishments in (a) or (b) above as defined by college and academic unit criteria.
1.2.2 Non-Tenure Eligible Positions

The non-tenure eligible positions include instructor, lecturer, clinical faculty, professors of practice, research faculty, visiting faculty, faculty research associates, part-time faculty, adjunct faculty, and visiting scholars.

Non-tenure eligible faculty shall have no expectation of continued employment beyond the end of the current appointment period.

Academic unit criteria may exceed the criteria listed below.

INSTRUCTOR

Instructors are non-tenured, non-tenure eligible faculty. This title should be used in one of two ways: (1) for appointments of no more than one year or (2) as a temporary designation for individuals who have been hired into a tenure-track assistant professor position but who have not yet completed all requirements for the terminal degree. Upon completion of the dissertation or other final degree requirements, such individuals will be ranked as tenure eligible assistant professors.

Responsibilities: Instructors are primarily responsible for teaching courses at the undergraduate level.

Term of Appointment: If an individual was appointed as an instructor into a temporary one-year position, case (1) above, then he/she may normally be reappointed once. If the title of instructor was given as in case (2) above, then his/her rank may be changed during an academic year. Should it change during the fall semester, then that academic year will be considered the first year of his/her six-year probationary period. Should it change during the spring semester, however, the mandatory probation period will not begin officially until the next fall semester. In either case, instructors are temporary faculty and shall have no expectation of continued employment beyond the end of the current appointment period.

Qualifications: For case (1) above, an earned master’s degree in the appropriate discipline and/or certification or licensing (where appropriate).

LECTURER

Lecturers are non-tenured, non-tenure eligible faculty. A lecturer faculty member is appointed to one of the following academic ranks: lecturer, senior lecturer, or principal lecturer.

Responsibilities: Lecturers are primarily responsible for teaching undergraduate, graduate, or clinical courses.

Term of Appointment: Lecturers are appointed for one to three (1-3) years. They shall have no expectation of continued employment beyond the end of the current appointment period. These appointments may be renewed.

Qualifications: Lecturer ranks require an earned master’s degree in the appropriate discipline.

a. Lecturer: To be eligible for the rank of lecturer, the faculty member must demonstrate effectiveness in teaching, advising, and student-related responsibilities or, in the case of a new appointment, show promise of effectiveness if the candidate has no prior teaching experience.

b. Senior Lecturer: To be eligible for the rank of senior lecturer, the faculty member must have at least the following:
1. A record of substantial and continued effectiveness in teaching, advising, and other student-related responsibilities.
2. A record of service and professional development related to the teaching role.
3. The equivalent of six years (12 semesters) of college-level teaching or other relevant professional experience.

c. **Principal Lecturer:** To be eligible for the rank of principal lecturer, the faculty member must have at least the following:

1. A record of sustained excellence at the senior lecturer rank in teaching, advising, and other student-related responsibilities.
2. A record of sustained excellence in service and professional development related to the teaching role.
3. The equivalent of six years (12 semesters) of college-level teaching at the rank of senior lecturer or other relevant professional experience.

**CLINICAL FACULTY**
Clinical faculty members are non-tenured, non-tenure eligible faculty. A clinical faculty member is appointed to one of the following academic ranks: assistant clinical professor, associate clinical professor, or clinical professor.

**Responsibilities:** Clinical faculty members are primarily responsible for teaching and/or managing students in the practice components of their degree programs.

**Term of Appointment:** Clinical faculty members are appointed for one to three (1-3) years. They shall have no expectation of continued employment beyond the end of the current appointment period. These appointments may be renewed.

**Qualifications:** Clinical faculty are faculty members who have established themselves by professional experience and expertise over a sustained period of time to be qualified to teach or manage practicum, internship, or practice components of degree programs.

a. **Assistant Clinical Professor:** To be eligible for the rank of assistant clinical professor, the faculty member must have at least the following:

1. An earned master’s degree in the appropriate discipline and/or certification or licensing in his/her field of competence (where appropriate).
2. A record of effectiveness in teaching and other student-related responsibilities or the promise of such effectiveness if the candidate has no prior teaching experience and/or, where appropriate, demonstrated clinical competence in the relevant discipline.

b. **Associate Clinical Professor:** To be eligible for the rank of associate clinical professor, the faculty member must have at least the following:

1. An earned doctorate in the appropriate discipline or other terminal degree and/or certification or licensing in his/her field of competence (where appropriate).
2. A record of performance in the job-related responsibilities that shows substantial effectiveness in the role assigned.
3. The equivalent of six years (12 semesters) of college-level teaching or other relevant professional experience.

c. **Clinical Professor:** To be eligible for the rank of clinical professor the faculty member must have at least the following:
a. An earned doctorate in the appropriate discipline or other terminal degree and/or certification or licensing in his/her field of competence (where appropriate).
b. A demonstrated record of sustained excellence at the associate clinical professor rank in responsibilities related to the role assignment.
c. The equivalent of six years (12 semesters) of college-level teaching at the rank of associate clinical professor or other relevant professional experience.

PROFESSOR OF PRACTICE
Professors of practice are non-tenured, non-tenure eligible faculty. A professor of practice is appointed to one of the following academic ranks: assistant professor of practice, associate professor of practice, or professor of practice.

Responsibilities: Professors of practice are primarily responsible for teaching courses, including seminars and independent studies, to undergraduate and graduate students and for modeling the intersection of theory and practice in the relevant field.

Term of Appointment: Professors of practice are appointed for one to three (1-3) years. They shall have no expectation of continued employment beyond the end of the current appointment period. These appointments may be renewed.

Qualifications: Professors of practice are faculty members who have established themselves by expertise, achievements, and reputation over a sustained period of time to be distinguished professionals in an area of practice or discipline but who may not have the terminal degree in the discipline.

a. Assistant Professor of Practice: To be eligible for the rank of assistant professor of practice, the faculty member must demonstrate effectiveness in teaching and other student-related responsibilities or show promise of such effectiveness if the candidate has no prior teaching experience.

b. Associate Professor of Practice: To be eligible for the rank of associate professor of practice, the faculty member must:
   1. Meet the criteria for assistant professor of practice.
   2. Supply evidence of substantial scholarly, creative, or professional achievements.

c. Professor of Practice: To be eligible for the rank of professor of practice, the faculty member must:
   1. Meet the criteria for associate professor of practice.
   2. Supply evidence of outstanding scholarly, creative, or professional achievements.

RESEARCH FACULTY
Research faculty are non-tenured, non-tenure eligible faculty. A research faculty member is appointed to one of the following academic ranks: assistant research professor, associate research professor, or research professor.

Responsibilities: Research faculty members are primarily responsible for engaging in, being responsible for, or overseeing a significant area of research or scholarship. Research faculty may serve as principal or co-principal investigators on grants or contracts administered by the university. They are typically supported through external resources secured through the efforts of the appointee or in collaboration with others.

Term of Appointment: Research faculty members are appointed for one to three (1-3) years. They shall have no expectation of continued employment beyond the end of the current appointment period. These appointments may be renewed.
Qualifications: Research faculty are faculty members who have established themselves by expertise, achievements, and reputation to be distinguished scholars and researchers. Research faculty ranks require an earned doctorate degree in the appropriate discipline.

a. Assistant Research Professor: To be eligible for the rank of assistant research professor, the faculty member must show promise of scholarly activity or other creative endeavors related to the faculty member’s discipline.

b. Associate Research Professor: To be eligible for the rank of associate research professor, the faculty member must supply evidence of a record that shows a sustained pattern of substantial scholarly activity or other creative endeavors related to the faculty member’s discipline.

c. Research Professor: To be eligible for the rank of research professor, the faculty member must supply evidence of national or international recognition in his/her field and a sustained pattern of outstanding scholarly activity or other creative endeavors related to the faculty member’s discipline, as well as evidence of leadership within the individual’s scholarly and/or creative activity.

VISITING FACULTY
Visiting faculty are non-tenured, non-tenure eligible faculty. They are temporary appointees who are normally expected to return to their own institutions at the expiration of the appointment. A visiting faculty member is appointed to one of the following academic ranks: visiting assistant professor, visiting associate professor, or visiting professor.

Responsibilities: Responsibilities of visiting faculty will vary depending on the rank and the needs of the unit.

Period of Appointment: Visiting faculty are typically appointed for one year or less. They are temporary faculty and shall have no expectation of continued employment beyond the end of the current appointment period.

Qualifications: Persons considered for visiting faculty ranks shall hold the qualifications for those ranks as specified by the academic unit.

FACULTY RESEARCH ASSOCIATE
These individuals hold an advanced degree but not necessarily a terminal degree, and are employed on a research grant or contract. They may also be engaged in teaching and student research supervision in their area of expertise.

PART-TIME FACULTY
Responsibilities: Part-time faculty are primarily responsible for teaching undergraduate, graduate, or clinical courses.

Term of Appointment: Part-time faculty are hired on a course-by-course basis. They shall have no expectation of continued employment beyond the end of the current assignment.

Qualifications: Part-time faculty shall hold the qualifications as specified by the academic unit.

ADJUNCT FACULTY
Adjunct faculty are individuals who are academically qualified or qualified through relevant non-academic experience to render valuable service to the university. The adjunct faculty position is a non-compensated position.
Applications and nominations for adjunct faculty are reviewed by the faculty of the department or academic unit and recommended for appointment by the Chair or Director to the Dean who recommends to the Provost.

Adjunct faculty are non-tenure eligible. Since the adjunct appointment is a non-compensated position, an adjunct faculty member must be appointed to another appropriate rank of contract employment to receive compensation.

**VISITING SCHOLAR**
Visiting scholars are typically non-compensated faculty members from another institution who spend a limited period at NAU for purposes of collaboration or research. The request for such an appointment is reviewed by the faculty of the department or academic unit and recommended by the Chair or Director to the Dean who recommends to the Provost. Since the visiting scholar appointment is a non-compensated position, a visiting scholar faculty member must be appointed to another appropriate rank of contract employment to receive compensation.