



Teaching Professor Reappointment & Promotion 2025 Changes

Office of the Provost

January 27, 2025



Changes to Process

What we used to do

- Review RTLs in their 3rd RTL year for reappointment (full process)
- Full process in 6th year, simplified process thereafter every 6 years if performance was good
- Eligible for promotion to SL after successful 3rd year reappointment review + 9 years of $\geq .78$ FTE university teaching

What we will now do

- Review Assistant Teaching Professors in their 3rd year at rank for reappointment
- Reappointment review every 3 years thereafter
- Eligible for promotion to Associate after successful 3rd year reappointment review + 5 years of $\geq .78$ FTE university teaching
- Eligible for promotion to Teaching Professor (formerly SL) after successful 3rd year reappointment review + 9 years of $\geq .78$ FTE university teaching



Changes to Process

Procedural Change

- Some Assistant Teaching Professors have satisfied or will satisfy the 5 year teaching requirement by the time of the reappointment review
- They will be eligible for a hybrid process so that they will be reviewed for reappointment and promotion simultaneously
- This year, review will occur in spring
- Starting next year, reappointment and promotion review will occur in fall

What we will now do

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Reappointment & Promotion Criteria

Reappointment

Superior performance in teaching, in service, and in professional activity that is appropriate to the academic discipline or professional field and that contributes to their primary responsibility for teaching (FH [3.4A.1.1](#))

Promotion to Associate

Not automatically granted for length of service

Recognition of an overall record of superior performance in the expectations of a Teaching Professor.

Indicates a reputation within the University for expertise in their discipline or in a broad field of pedagogy and pedagogical development.

Expectation of continued pedagogical and curricular development and service to the University in these areas and in advising and mentoring of students and colleagues. (CBA Art. [10.D.1](#))

Promotion to Full

Not automatically granted for length of service

Recognition of an exemplary record of achievement.

Record of extraordinary teaching; meet or exceed the standards for reappointment of Lecturers as described in section [3.4A.1.1](#). (FH [3.4A.2.1](#)). CBA Art. [10.D.2](#) adds:

- a. A documented record of teaching quality, mentoring, and advising;
- b. A distinguished record of achievement in service (including University service) and professional activity;
- c. Recognition of exemplary teaching;
- d. Leadership in promoting the development, retention, and academic achievement of a diverse student body.



Spring 2025 - Eligible Candidates

	CAS	BUS	ENG
Reappointment (only)	2	1	
Reappointment & Promotion (hybrid process)	6	4	4
Promotion to Associate (only)	2		

***CANDIDATE MUST INDICATE INTENT TO PETITION FOR PROMOTION
BY FEBRUARY 18***



Department Role

Reappointment:

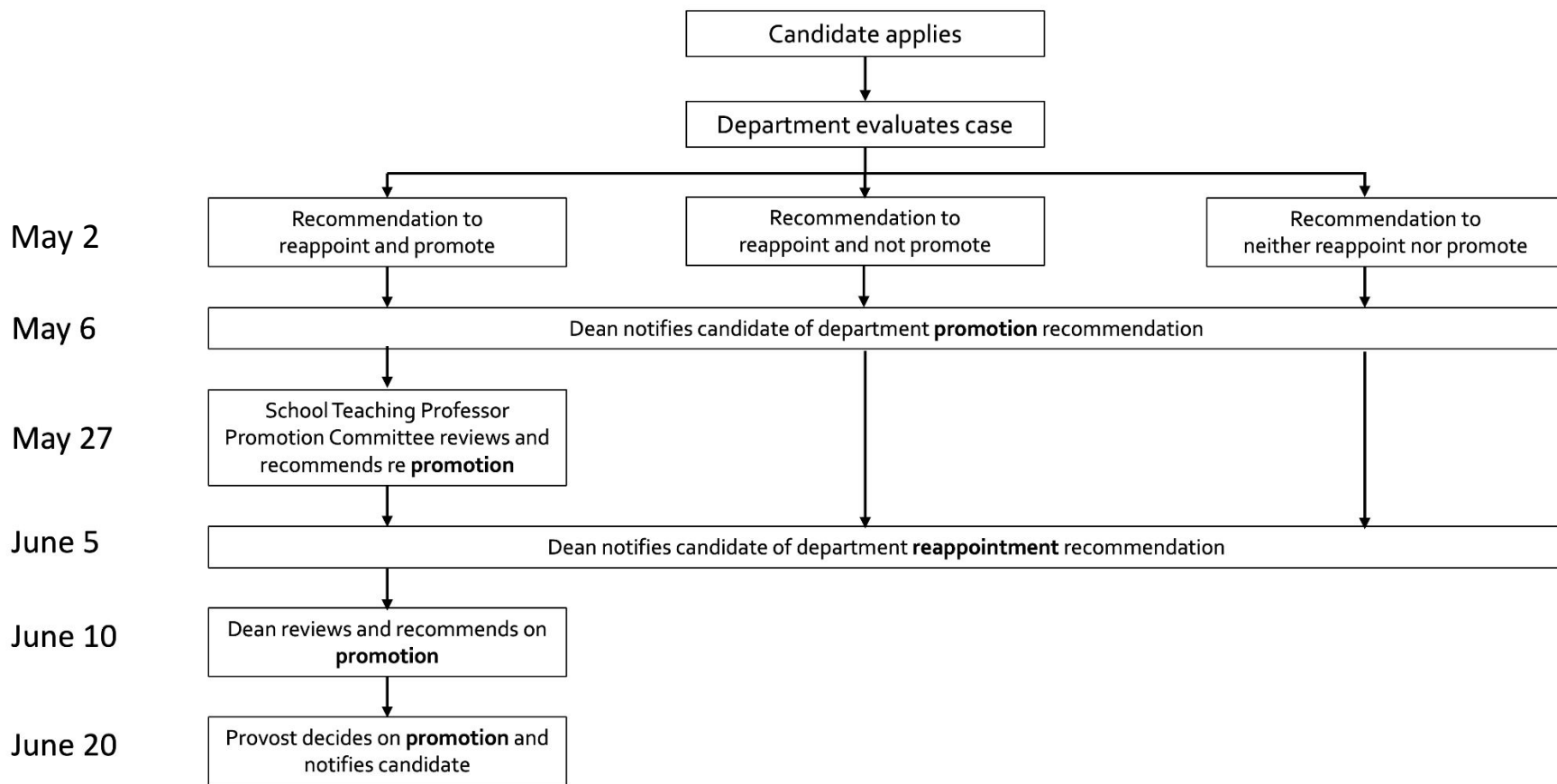
- “The department shall either ‘highly recommend,’ ‘recommend,’ or ‘not recommend’ reappointment.”

Promotion to Associate:

- “The ballot must indicate ‘highly recommend,’ ‘recommend,’ or ‘do not recommend’ promotion.”
- A “do not recommend” decision from the department stops the promotion petition process



Overview of Hybrid Process





SANTA CLARA UNIVERSITY

Assistant Teaching Professor Reappointment only

March 7

Interfolio case created

April 7

Candidate applies

Department evaluates case

May 2

Recommendation
to reappoint

Recommendation
not to reappoint

June 5

Dean notifies candidate of **reappointment** decision

Faculty member gets
terminal year contract



SANTA CLARA UNIVERSITY

February 18

Indicate intent to petition for promotion

Assistant Teaching Professor
Promotion to Associate Rank

March 7

Interfolio case created

April 7

Candidate applies

Department evaluates case

May 2

Recommendation to promote

Recommendation not to promote

May 6

Dean notifies candidate of department **promotion** recommendation

May 27

School Teaching Professor Promotion Committee reviews and recommends re **promotion**

June 10

Dean reviews and recommends on **promotion**

June 20

Provost decides on **promotion** and notifies candidate