

Teaching Professor and Professor of Practice Tracks
Department of Mechanical Engineering
University of Colorado Boulder

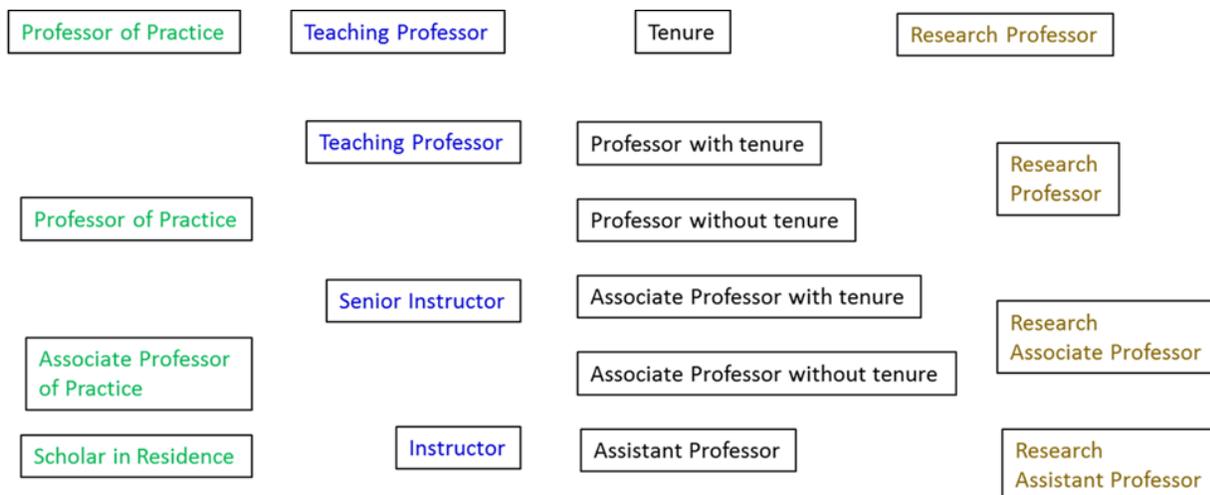
Proposed by the Ad Hoc Committee on Instructor Career Pathway
(Y. C. Lee, Sean Humbert, Daria Kotys-Schwartz, Peter Hamlington, Shalom D Ruben and Michelle M Lamorie)

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1. General Considerations

This document describes appointment, reappointment, evaluation and promotion procedures for Department of Mechanical Engineering (ME) teaching faculty with a terminal degree in a *Teaching Professor Track* (ME Instructors, ME Senior Instructors, ME Teaching Professors) and ME teaching faculty in a *Professor of Practice Track* who do not have a terminal degree, but bring significant industry experience to the department (ME Scholars in Residence, ME Associate Professors of Practice and ME Professors of Practice).

ME teaching faculty are expected to support the teaching mission of the Department of Mechanical Engineering and are considered to be members of the regular faculty. However, only those teaching faculty in the *Teaching Professor and Professor of Practice Tracks* have voting rights in the Department. Faculty in these tracks with more than two years of service, at least a 50% time appointment, and in residence on the Boulder campus have voting rights as specified in the department bylaws. ME teaching faculty in the tracks may be asked to take on service roles at the department, college, university and national level. Additionally, they may be involved in research endeavors or other original works. See chart below for the proposed tracks compared with the tenure and research professor tracks.



Note: Instructors and Scholars in Residence outside the tracks will have no voting rights; their positions are to be governed by existing campus guidelines.

2. Appointment Procedures

The evaluation of nominees for appointment should focus on promise in classroom teaching, pedagogical innovation, meaningful contribution to ME teaching needs, and augmenting the research mission within the Department of Mechanical Engineering as appropriate. The level of expectation increases with the rank and should be consistent with the respective position descriptions.

2.1. Description of the Positions

Instructor (Years 1-2)

The title of Instructor is a non-tenure track faculty rank position. Instructors hold a terminal degree in Mechanical Engineering or a closely related discipline. Appointment may range from less than 50% to full-time. Instructors usually teach undergraduate and graduate courses, and may have reduced service responsibilities, or no service responsibilities. Instructors may also engage in research, but are not provided a formal startup package typically. Application to the Graduate School for graduate faculty status is required in order for instructors to teach at the graduate level, including service on graduate committees. Instructors have no voting rights on most issues in the department. Each Instructor will be paired with a senior faculty member who will serve as a mentor during the first 6 years of employment. Instructors will have the opportunity to follow the *Teaching Professor Track* (appointment as Instructor in the track and promotion to Senior Instructor and Teaching Professor) or, remain at the Instructor level. The Instructor outside the *Teaching Professor Track* will follow "Boulder Campus Guidelines for the Appointment, Evaluation, and Promotion of Lecturer and Instructor Rank Faculty."

Appointment as an Instructor is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. A letter of initial appointment which defines the salary and terms of employment will generally be written for a period of one or two years. Workload weighting for purposes of annual merit evaluation will be defined in the letter of appointment. Workload weighting for Instructors is typically 75-100% teaching, with the remaining percentage workload composed of service, or research, or some combination of the two.

Instructor in the *Teaching Professor Track* (Years 3-6)

The title of Instructor in the Teaching Professor Track is a non-tenure track faculty rank position. Instructors hold a terminal degree in Mechanical Engineering or a closely related discipline. Appointment may consist of a mixed effort but not less than 50% teaching. Instructors usually teach undergraduate and graduate courses. They may be provided a startup to support travel to conferences, research etc. and will have a required service to the department (e.g., committees). There will be an annual review of performance for Instructors in the *Teaching Professor Track* and each Instructor will be paired with a senior faculty member who will serve as a mentor.

Appointment as an Instructor is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. A letter of initial appointment which defines the salary and terms of employment will generally be written for a period of one or two years. Workload weighting for purposes of annual merit evaluation will be

defined in the letter of appointment. Workload weighting for Instructors is typically 75-100% teaching, with the remaining percentage workload composed of service, or research, or some combination of the two.

The Instructor in the Teach Professor Track can be promoted to Senior Instructor after a review. The review for the promotion will occur at the end of Year 6 and will consist of: an evaluation based on teaching, original works and service with excellence in one of the areas and meritorious in other areas; an expectation of the production of original works and national recognition; and external letters of recommendation. Performance metrics will be determined on a case by case basis through consultation with the personnel committee. The Instructor will be removed from the *Teaching Professor Track* if the promotion is denied.

Senior Instructor in the *Teaching Professor Track*

The title of Senior Instructor is a non-tenure track faculty rank position. Senior Instructors hold a terminal degree appropriate for the discipline. They are nationally recognized for excellence in teaching or original works. Appointment may consist of a mixed effort but not less than 50% teaching. Senior Instructors generally teach undergraduate and graduate courses, and may have advising responsibilities and some administrative responsibilities in addition.

Appointment as a Senior Instructor is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. Senior Instructors will have a continuing term appointment with the Mechanical Engineering Department and Emeritus standing when retired. A continuing term appointment does not confer tenure. It provides security of appointment without requiring further formal reappointment. Continuing term appointments may be terminated for just cause or (upon proper notice) when satisfactory performance ceases or for programmatic reasons (including funding considerations). There will be an annual review of performance for pay purposes only. Senior Instructors are able to request a sabbatical every 7 years and will have required service to the department (e.g., committees).

The Senior Instructor can be promoted to a Teaching Professor after a review. The review for the promotion will consist of: an evaluation based on an overall excellent performance; an expectation of the production of original works and a nationally recognized leader; and external letters of recommendation. Performance metrics will be determined on a case by case basis through consultation with the personnel committee.

Teaching Professor in the *Teaching Professor Track*

The title of Teaching Professor is a non-tenure track faculty rank position. Teaching Professors hold a terminal degree appropriate for the discipline. They are nationally recognized as a leader for excellence in teaching and original works. Appointment may consist of a mixed effort but not less than 50% teaching. Teaching Professors generally teach undergraduate and graduate courses, and may have advising responsibilities and some administrative responsibilities in addition.

Appointment as a Teaching Professor is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. Teaching Professors

will have a continuing term appointment with the Mechanical Engineering Department and Emeritus standing when retired. A continuing term appointment does not confer tenure. It provides security of appointment without requiring further formal reappointment. Continuing term appointments may be terminated for just cause or (upon proper notice) when satisfactory performance ceases or for programmatic reasons (including funding considerations). There will be an annual review of performance for pay purposes only. Teaching Professors are able to request a sabbatical every 7 years and will have required leadership service to the department (e.g., chair of committees).

ME Scholar in Residence (Years 1-2)

The Scholar in Residence requires at least a Master Degree, or equivalent experience, in a field that will significantly enrich the innovation economy in Colorado, specifically, Technology and Engineering. The Scholar will be a significant part of the commercialization of technology on the University campus and as such, must have credentials to work with students and personnel.

The Scholar in Residence's job description is similar to that of Instructor. However, the Scholar will teach only undergraduate courses. The Scholar will have the opportunity to follow the *Professor of Practice Track* (appointment as Scholar in Residence in the track and promotion to Associate Professor of Practice and Professor of Practice) or, remain at the Scholar in Residence level.

ME Scholar in Residence in the *Professor of Practice Track* (Years 3-6)

The title of ME Scholar in Residence in the *Professor of Practice Track* is a non-tenure track faculty rank position. ME Scholar in Residence in the Professor of Practice hold at least a Master degree, or equivalent experience, appropriate for the discipline. Appointment may consist of a mixed effort but not less than 50% teaching. ME Scholar in Residence will teach only undergraduate courses. They may be provided a startup to support travel to conferences, research etc. and will have a required service to the department (e.g., committees). Each Scholar in Residence will be paired with a senior faculty member who will serve as a mentor. There will be an annual review of performance for Scholars in Residence in the *Professor of Practice Track*.

Appointment as a ME Scholar in Residence is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. A letter of initial appointment which defines the salary and terms of employment will generally be written for a period of one or two years. Workload weighting for purposes of annual merit evaluation will be defined in the letter of appointment. Workload weighting for Instructors is typically 75-100% teaching, with the remaining percentage workload composed of service, or research, or some combination of the two.

The Scholar in Residence can be promoted to the ME Associate Professor of Practice after a review. The review for the promotion will occur at the end of Year 6 and will consist of: an evaluation based on teaching, original works and service with excellence in one of the areas and meritorious in other areas; an expectation of the production of original works and national recognition; and external letters of recommendation. Performance metrics will be determined on a case by case basis through consultation with the personnel committee. The Scholar will be removed from the *Professor of Practice Track* if the promotion is denied.

ME Associate Professor of Practice in the *Professor of Practice Track*

The title of ME Associate Professor of Practice is a non-tenure track faculty rank position. Associate Professors of Practice hold at least a Master degree, or equivalent experience, appropriate for the discipline. They are nationally recognized for excellence in teaching or original works. Appointment may consist of a mixed effort but not less than 50% teaching. Associate Professor of Practice teach only undergraduate courses, and may have advising responsibilities and some administrative responsibilities in addition.

Appointment as an Associate Professor of Practice is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. Associate Professors of Practice will have a continuing term appointment with the Mechanical Engineering Department and Emeritus standing when retired. A continuing term appointment does not confer tenure. It provides security of appointment without requiring further formal reappointment. Continuing term appointments may be terminated for just cause or (upon proper notice) when satisfactory performance ceases or for programmatic reasons (including funding considerations). There will be an annual review of performance for pay purposes only. Associate Professors of Practice are able to request a sabbatical every 7 years and will have required service to the department (e.g., committees).

The Associate Professor of Practice can be promoted to Professor of Practice after a review. The review for the promotion will consist of: an evaluation based on an overall excellent performance; an expectation of the production of original works and a nationally recognized leader; and external letters of recommendation. Performance metrics will be determined on a case by case basis through consultation with the personnel committee.

ME Professor of Practice in the *Professor of Practice Track*

The title of Professor of Practice is a non-tenure track faculty rank position. Professor of Practice hold at least a Master degree, or equivalent experience, appropriate for the discipline. They are nationally recognized as a leader for excellence in teaching and original works. Appointment may consist of a mixed effort but not less than 50% teaching. Professor of Practice teach only undergraduate courses, and may have advising responsibilities and some administrative responsibilities in addition.

Appointment as a Professor of Practice is an at-will appointment, and is subject to the limitations and restrictions defined by Colorado Statute and by the University's "at-will" policy. Professors of Practice will have a continuing term appointment with the Mechanical Engineering Department and Emeritus standing when retired. A continuing term appointment does not confer tenure. It provides security of appointment without requiring further formal reappointment. Continuing term appointments may be terminated for just cause or (upon proper notice) when satisfactory performance ceases or for programmatic reasons (including funding considerations). There will be an annual review of performance for pay purposes only. Professor of Practice are able to request a sabbatical every 7 years and will have required leadership service to the department (e.g., chair of committees).