

Commission on Faculty Affairs
Resolution to Revise Faculty Handbook Section on Clinical Instructors
CFA 2025-26L

Resolution Proposal Form Sent to University Council Cabinet	January 14, 2026
First Reading by Commission on Faculty Affairs	February 13, 2026
Approval by Commission on Faculty Affairs	March 27, 2026
First Reading by Faculty Senate	March 6, 2026
Approval by Faculty Senate	April 3, 2026
Staff Senate Comment	February 6, 2026
Administrative and Professional Faculty Senate Comment	March 4, 2026
Graduate and Professional Student Senate Waived Right to Comment	April 3, 2026
Undergraduate Student Senate Waived Right to Comment	April 3, 2026
First Reading, University Council	April 20, 2026
Approved, University Council	May 4, 2026
Approved, President	May 5, 2026
Approved, Board of Visitors	Date
Effective Date	Upon Approval

WHEREAS, the current Faculty Handbook includes a time-in-rank requirement for clinical instructors seeking promotion; and

WHEREAS, Virginia Tech promotes faculty based on demonstrated accomplishments, competence, and merit, rather than on the mere passage of time; and

WHEREAS, no other faculty rank or series within the university's promotion system requires a minimum period of time in rank prior to eligibility for advancement; and

WHEREAS, maintaining a time-in-rank requirement for instructors creates an inconsistency across faculty ranks and may inadvertently delay advancement for individuals who have already met the university's standards for excellence; and

WHEREAS, similar challenges are created by including a time in rank requirement for clinical instructors; and

WHEREAS, changes are being made to the Faculty Handbook to remove the time in rank requirement for instructors, supporting Virginia Tech's commitment to fostering faculty success, professional growth, and institutional excellence; and

WHEREAS, making a similar change to the clinical instructor language in the Faculty Handbook assures consistency and fairness across faculty ranks;

NOW, THEREFORE, BE IT RESOLVED that the Faculty Handbook, section 5.1.4.1, be revised as shown below with changes noted in red.

CHAPTER 5: Non-Tenure Track Instructional Faculty

5.1.4.1 Clinical Instructor Track

Clinical Instructor: Persons appointed to this rank must have the appropriate professional degree. Primary responsibilities are to clinical service and the clinical instructional program, but assignments vary depending on the faculty member's expertise and experience and departmental needs. Duties may include clinical service, teaching professional and graduate students in clinical settings, advising clinical interns and residents, and lecturing in professional courses. Appointments at this rank are typically for one year and are renewable. ~~A minimum of five years at the clinical instructor rank is required before consideration for promotion to advanced clinical instructor.~~

Advanced Clinical Instructor: In addition to the requirements for Clinical Instructor, persons appointed or promoted to this rank must demonstrate significant evidence of related professional growth such as advanced clinical training and continued professional development. Advanced clinical instructors are expected to demonstrate mastery in experiential education with significant impact on student learning in a clinical setting. Promotion to the advanced clinical instructor rank is generally accompanied by a renewable three-year contract. ~~A minimum of five years at the advanced clinical instructor rank is required before consideration for promotion to senior clinical instructor.~~

Senior Clinical Instructor: Senior clinical instructor is the capstone rank in the clinical instructor series and promotion to this rank denotes exemplary clinical service and instruction. Senior clinical instructors may have considerable responsibility in mentoring colleagues or professional clinical trainees, overseeing clinical service activities, or other responsibilities reflecting their role as clinical service and instructional leaders. Promotion to the rank of senior clinical instructor is generally accompanied by a renewable five-year contract.

Further detail on the duties and responsibilities of these ranks, criteria and the process for promotion, and the terms and conditions of employment for clinical faculty are established by the respective academic departments or schools and approved by an appropriate college-level committee and the dean and shared with the faculty member upon their initial appointment.

5.1.6 Instructor Ranks

Advanced Instructor. ~~Advanced instructors are expected to demonstrate mastery in teaching with significant impact on student learning and the department or school's undergraduate programs. Mentoring colleagues or graduate teaching assistants, student advising, course or curriculum development, or exemplary service or outreach are examples of ways in which instructors can make valuable contributions to the instructional programs in~~

a department or school. Scholarship and publication are not typically an assigned responsibility of instructor positions, but such accomplishments may be considered as part of the evaluation for promotion. Consideration for promotion to the rank of advanced instructor may be requested by the instructor or recommended by the department or school based on excellence in instructional responsibilities and significant evidence of related professional growth and development. ~~Mentoring colleagues or graduate teaching assistants, student advising, course or curriculum development, or exemplary service or outreach are examples of ways in which instructors can make valuable contributions to the instructional programs in a department or school. Advanced instructors are expected to demonstrate mastery in teaching with significant impact on student learning and the department or school's undergraduate programs. Scholarship and publication are not typically an assigned responsibility of instructor positions, but such accomplishments may be considered as part of the evaluation for promotion.~~ Promotion to the advanced instructor rank is generally accompanied by a renewable three-year contract.

~~A minimum of five years of completed service at the advanced instructor rank is required before consideration for promotion to senior instructor.~~

Senior Instructor. Senior instructor is the capstone rank in the instructor series and promotion to this rank denotes exemplary instruction, demonstrated continued professional development, and significant contributions to undergraduate education. In addition to teaching courses, senior instructors may have considerable responsibility in mentoring colleagues or graduate teaching assistants, overseeing course development or special instructional initiatives, student advising, or other responsibilities reflecting their role as instructional leaders. Promotion to the rank of senior instructor is generally accompanied by a renewable five-year contract.



Staff Senate Comments

CFA 2025-26L

February 6, 2026

Staff Senate has reviewed CFA 2025-26L and has no questions or concerns.

Staff Senate has no further comment.

Thank you,

Gabe Petry, Chair, Staff Senate Policies and Issues Committee



AP Faculty Senate Comments

CFA 2025-26L - Revision to Faculty Handbook Section on Clinical Instructors

3/4/2026

The A/P Faculty Senate Policies and Issues Committee has reviewed and approves/endorsees CFA 2025-26L - Revision to Faculty Handbook Section on Clinical Instructors.

No additional comments were provided.