

**Commission on Faculty Affairs**

**RESOLUTION TO AMEND THE FACULTY HANDBOOK DESCRIPTION OF  
CLINICAL FACULTY RANKS**

**CFA 2024-25A**

Draft Notice Sent to University Council Cabinet	September 4, 2024
First Reading by Commission	October 4, 2024
Approval by Commission	Date
First Reading by Senate	Date
Approval by Senate	Date
Faculty Senate Comment	Date
Staff Senate Comment	Date
Administrative and Professional Faculty Senate Comment	Date
Graduate and Professional Student Senate Comment	Date
Undergraduate Student Senate Comment	Date
First Reading, University Council	Date
Approved, University Council	Date
Approved, President	Date
Approved, Board of Visitors	Date
Effective Date	Upon Approval or Date

**WHEREAS**, the Faculty Handbook describes all position titles and duties for faculty; and

**WHEREAS**, the clinical instructor and clinical professor series require additional detail regarding the expectations of these positions and the distinctions between the two; and

**WHEREAS**, ranks within the clinical instructor series need to be brought in alignment with the non-clinical instructor series;

**NOW, THEREFORE, BE IT RESOLVED** that the Faculty Handbook, section 5.1.4, be revised as shown below with changes noted in red.

### 5.1.4 Clinical Faculty Series

Faculty members with responsibilities primarily in instruction and/or service in a clinical setting such as veterinary or human medicine are considered clinical faculty. Clinical faculty appointments are intended to promote and retain clinical educators and to complement the clinical activities of the university. The clinical faculty ~~track series~~ provides for long-term, full-time, or part-time faculty appointments to individuals whose primary responsibilities are in clinical settings and in the instructional programs.

~~The clinical faculty series is divided into two tracks: clinical instructor and clinical professor. Persons appointed in the clinical instructor ranks in an academic department are focused on service and professional instruction in a clinical setting, such as veterinary medicine, with no expectation for development of an independent program of research or scholarship. The clinical instructor ranks include clinical instructor, advanced clinical instructor, and senior clinical instructor. While clinical faculty may~~ Persons appointed in the clinical professor ranks are ~~expected to~~ conduct clinical research and present their findings in professional venues, ~~though there are no expectations for~~ of an extensive research program as is typical of tenure-track faculty appointments. ~~The clinical professor ranks include clinical assistant professor, clinical associate professor, and clinical professor.~~

~~Clinical faculty with distinctive assignments and work schedules will have these responsibilities conveyed in the terms of faculty offer letter at the time of appointment. While initial appointment is typically at the entry rank, prior experience may be considered for a recommendation of appointment at a higher rank with the approval of the Promotion and Tenure departmental committee and head or chair.~~

~~Promotion in rank is neither a requirement of continued employment, nor an entitlement for continued years of service. Tenure is not awarded at any of these ranks and all service at any clinical instructor or professor rank is excluded from the pre-tenure probationary period if the faculty member is subsequently appointed to a tenure-track position. Faculty members within the clinical instructor ranks may not chair a graduate committee. Time spent in one of these ranks is not applicable toward pre-tenure probationary tenure-track faculty service.~~

#### 5.1.4.1 Clinical Instructor Ranks

~~**Clinical Instructor:** Persons appointed to this rank must have the appropriate professional degree. Preference is given to individuals eligible for, or certified by, the most appropriate specialty college or organization recognized by the profession. Appointments at this rank are typically for one year and are renewable.~~

~~The responsibilities of a person appointed to one of the clinical instructor ranks in an academic department are focused on service and professional instruction in a clinical setting, such as veterinary medicine, with no expectation for development of an independent program of research or scholarship. Clinical instructors may have additional instructional duties in classroom and laboratory settings, typically related to clinical practice. A professional degree, such as Doctor of Veterinary Medicine, is the usual minimum educational credential for an appointment to the clinical instructor ranks.~~

~~**Clinical Instructor:** Persons appointed to this rank must have the appropriate professional degree. Preference is given to individuals eligible for, or certified by, the most appropriate specialty college or organization recognized by the profession. 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. Typically, they include clinical service, teaching professional and graduate students in clinical settings, advising clinical interns and residents, lecturing in professional courses, and fulfilling assigned administrative duties. Appointments at this rank are typically for one year and are renewable.

**Advanced Clinical Instructor:** Consideration for promotion to the rank of advanced clinical instructor may be requested by the clinical instructor or recommended by the department based on excellence in clinical service and/or instructional responsibilities. Significant evidence of related professional growth such as advanced clinical training, certification, or degree is required. Mentoring colleagues or clinical residents, student advising, course or curriculum development, or exemplary service or outreach are examples of ways in which clinical instructors can make valuable contributions to the clinical service and instructional programs in a department. Advanced clinical instructors are expected to demonstrate mastery in experiential education with significant impact on student learning in a clinical setting and demonstrated continued professional development with a minimum of 1 advanced certification, training, or degree in an area related to their main area of clinical service and/or instruction. Caseload is expected to be at or above the average for clinicians with similar FTE, within the same clinical service. Promotion to the advanced clinical instructor rank is generally accompanied by a renewable three-year contract. A minimum of five years of completed service 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. Demonstrated continued professional development with a minimum of 1 advanced certification, training, or degree in an area related to their main area of clinical service and/or instruction is required. Distinguished professional achievement and regional, national, or international prominence in the clinical field is expected. 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 and approved by an appropriate college-level committee and the dean.

#### **5.1.4.2 Clinical Professor Ranks**

**Clinical Professor Series.** The clinical professor series is designed for clinical faculty members who have extended appointments and who are expected to interact with graduate or professional students/residents and interns, serving on committees or supervising their training. Appointment to one of these ranks may be from one to five years and is renewable without limit. Usually, a national search is conducted for appointment at one of these ranks (or an approved exemption sought for exceptional skills or similar justification).

**Clinical Assistant Professor:** Persons appointed to this rank must have the appropriate professional degree and eligibility for, or certification by, the most appropriate specialty college recognized by the professional organization. Credentials shall be consistent with those for

appointment to assistant professor, with an expectation for primary commitment to the instructional and clinical teaching setting.

**Clinical Associate Professor:** Persons appointed to this rank must have the appropriate professional degree and be a diplomate in the appropriate specialty college recognized by their professional organization. Credentials shall be consistent with those for appointment to associate professor, with an emphasis on clinical accomplishments. **Distinguished professional achievement and regional prominence in the clinical field is expected.**

**Clinical Professor:** Persons appointed to this rank must have the appropriate professional degree and be a diplomate in the most appropriate specialty college recognized by their professional organization. Credentials shall be consistent with those for appointment to professor, with an emphasis on clinical accomplishments. **Distinguished professional achievement and national or international prominence in the clinical field is expected.**

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 department or school and approved by an appropriate college-level committee and the dean.