

**ARTICLE 9  
PROMOTION**

9.1 General Principles.

- (a) Promotions are an important method by which the University recognizes and rewards its employees' exceptional contributions. Promotion decisions are not determined by any sole factor and are based upon a careful and rigorous assessment, that relies upon faculty and administrative review of a faculty member's demonstrated teaching, scholarship, research and service contributions at the University, the assessment of the faculty member's continued positive contribution to their department and the University, as well as the faculty member's potential for continued appropriate contributions and growth. Elements critical to the promotion process include, but may not be limited to, a faculty member's annual performance evaluations, a significant and careful review of credentials by a set of faculty, benchmarking of a faculty member's performance to that of individuals employed at peer institutions with similar rank to the rank being sought and years of service, an external set of recommendations by subject matter experts in the faculty member's field that hold the rank "professor", and administrative review.
- (b) Every candidate for a promotion will be fairly evaluated and the integrity of the evaluation process will be maintained to the highest degree.
- (c) All promotions shall follow the procedure set forth in Article 6.5.
- (d) Promotions that are granted shall be effective on August 15th following the decision date. An individual may use their new title effective after written notification of their promotion. If a faculty member does not receive a promotion following consideration, the faculty member may not reapply for promotion until after the completion of two (2) additional academic years. However, if requested, this can be waived for terminal year requests from Assistant Professors.
- (e) The candidate being considered for promotion may withdraw from consideration provided that the withdrawal is made before the UEC begins its consideration of the candidate. Such withdrawal shall be without prejudice and will not render the candidate ineligible for the next promotional cycle.

**For the University**

**For the UFF**

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Mark L. Bonfanti  
Chief Negotiator

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36 (f) Promotion processes shall normally be provided at the same time as a faculty member's  
37 full reappointment review. Individuals may petition the University for promotion  
38 consideration before their normal full review. If the promotion is granted, the resulting  
39 contract supersedes any existing contract that they currently have. Assistant Professors  
40 must apply for promotion in the final year of their reappointment or sooner. If the  
41 promotion is not granted, the individual will receive a one-year contract with no ability to  
42 be reappointed. If the Assistant fails to timely apply for or participate in the promotion  
43 process, the individual's contract will run out.  
44

45 9.2 Promotion Categories and Eligibility Criteria. Subject to the requirements set forth herein,  
46 faculty holding the rank of Assistant Professor, and Associate Professor shall be eligible to  
47 apply for promotion to the next higher rank.  
48

49 (a) Minimum Qualifications. Faculty must serve at least five (5) academic years at their current  
50 rank in order to qualify for promotional consideration to a higher rank. At least two (2) of  
51 the five (5) immediately preceding academic years must be served at the University.  
52

53 (b) Promotion shall be attained through meritorious performance, appropriate to the rank of  
54 the individual, during their employment at the University. Meritorious performance shall  
55 include, but not be limited to, the following categories or criteria for each eligible position:  
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57 (1) For promotion to the rank Associate Professor:  
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- 59 a. Serious scholarly achievement where there is clear indication that an individual will  
60 achieve national reputation in their chosen field;
- 61 b. Consistent and substantial accomplishment as a teacher;
- 62 c. Potential for continuing growth as both a teacher and scholar;
- 63 d. Demonstrated contribution to, and collaboration with, their current academic  
64 department;
- 65 e. Service to the University and the profession; and
- 66 f. As appropriate, mentoring of graduate students.  
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- 71 (2) For Promotion to the rank Professor:
- 72 a. Significant scholarly contributions, such that the professor is recognized to be an  
73 authority in the relevant discipline and/or interdisciplinary area by experts in the  
74 field;
- 75 b. Demonstrated high accomplishment as a teacher;
- 76 c. Demonstrated contribution to, and collaboration with, their current academic  
77 department;
- 78 d. Contributed substantially, through service, to the university and profession;
- 79 e. Demonstrated an on-going commitment to excellence in both teaching and  
80 scholarship; and
- 81 f. As appropriate, mentoring of graduate students.
- 82
- 83 (b) The promotion process for Associate Professor and Professor considers recent same-field  
84 for same-rank promotions from peer institutions used to provide standards for comparison.
- 85 (c) There are four broadly recognized categories of criteria:
- 86 (1) Instruction, including classroom teaching, the development of new course materials,  
87 and other instructional activities;
- 88 (2) Research or creative activities, serving on or directing thesis or dissertation committees,  
89 advising graduate students, successful research activity using undergraduate students,  
90 applied research, and scholarly publications;
- 91 (3) Professional or public services, including outreach to industrial partners; and
- 92 (4) Professional employment responsibilities, as assigned.
- 93
- 94 (d) If the University previously promoted the candidate, the promotion assessment shall be  
95 based on the candidate's performance since the candidate's last promotion.
- 96 (e) If the University has not previously promoted the candidate, the promotion assessment is  
97 cumulative and must include consideration of the candidate's achievements prior to  
98 employment at the University. However, the candidate's promotion assessment must also  
99 establish that the candidate meets the stated criteria based upon the demonstrated  
100 performance of the candidate at the University.
- 101 9.4 Promotion Review Packet. Faculty candidates for promotion shall prepare a promotion review  
102 packet in accordance with 6.3.

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103 9.5 Promotion Increases. Promotions made to the rank of Associate Professor or Professor shall  
104 be in accordance with this Article. All promoted faculty shall have their base salary changed  
105 to the higher of either: a) current base salary plus nine percent (9.0%) or b) a base salary equal  
106 to 90% of the median targeted salary for the field and new rank.

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