

# Unit Standards for the Appointment and Promotion of Non-Tenure-Track (NTT) Faculty

## Department of Philosophy

Revised Spring 2024, approved May 1 2024

### NTT Faculty in Philosophy

Non-tenure track (NTT) faculty in the Philosophy Department hold positions as teaching professors in which the primary responsibility is teaching and there is normally no research requirement. The NTT designations Research Professor and Clinical Professor would not customarily be used in the department, but may be at the discretion of the Chair and the Dean of the College. The following standards apply only to the promotion of NTT teaching faculty:

- Assistant Teaching Professor
- Associate Teaching Professor
- Teaching Professor (“Full” Teaching Professor)

Full-time faculty in any of these ranks are expected to be full participants in the regular life of the department and university, including teaching especially in the areas of departmental need, service in support of the department’s programs and the mission of the university, and involvement in departmental activities and initiatives. Faculty would normally be expected to be in residence in the St. Louis area and regularly physically present in the department during the time of their appointment unless a special arrangement has been made. Policies governing the appointment and promotion of NTT faculty are set by UM System CRR 310.035<sup>1</sup> and the unit standards follow the current UMSL guidelines for NTT promotion.<sup>2</sup>

### I. Appointments

#### **Appointment as Assistant Teaching Professor**

New NTT faculty in the department would normally be appointed at the rank of Assistant Teaching Professor. Under special circumstances, a candidate may be appointed at another rank. The minimum requirements for appointment at the rank of Assistant Teaching Professor would be:

- A PhD or similar terminal degree in philosophy from an accredited program or appropriate professional experience;
- Demonstrated expertise in a central philosophical discipline (construed more broadly than the dissertation topic for the PhD);

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<sup>1</sup> [https://www.umsystem.edu/ums/rules/collected\\_rules/faculty/ch310/310.035\\_non-tenure\\_track\\_faculty](https://www.umsystem.edu/ums/rules/collected_rules/faculty/ch310/310.035_non-tenure_track_faculty)

<sup>2</sup> <https://www.umsl.edu/services/academic/PDFs/ntt-guidelines-2-21-2023.pdf>

- A record of excellence in teaching supported by evidence (peer reviews, student evaluations, letters, course materials, professional development activities);
- Specialization or competence in areas of teaching needs specified by the department.

## II. Promotion

### **Promotion from Assistant Teaching Professor to Associate Teaching Professor**

A faculty member holding the rank of Assistant Teaching Professor may be promoted to Associate Teaching Professor if each of these conditions are satisfied:

- Five years completed in rank as Assistant Teaching Professor *at the time of consideration for promotion*. Prior experience in equivalent positions may be counted by the unit as time-in-rank for the purpose of promotion eligibility (cf. UMSL NTT promotion guidelines); in these cases, the time credited for the prior position should be specified in the appointment letter (preferred) or in a progress to promotion letter in the first three years);
- The faculty member has consistently received satisfactory annual reviews towards promotion from the department chair. An annual review will certify:
  - A record of excellence and creativity in teaching supported by evidence.
    - The record must include all of the following:
      1. Minimum teaching evaluations: 75% of courses taught have received evaluations that are at or near the departmental average for similar courses (GenEd, Service, Honors, Major, Graduate).
      2. Use online course resources, including Canvas.
      3. Teach courses as needed by the department.
    - In addition, the record must also include *at least 5* of the following:
      1. Excellent teaching evaluations. Evaluations for at least half of courses taught over past 5 years at or above dept average.
      2. Peer review of teaching each of past 5 years.
      3. Faculty letter documenting one of the following: mentorship, collaborative teaching, guest lecturing, outside evaluation of excellence.
      4. Student letters documenting excellence in the classroom (at least 3).
      5. Professional development activities: CTL seminars/workshops, online teaching training or similar activities.
      6. Research-led teaching. Normally, this will be satisfied by teaching a course on a topic on which the instructor has published.
      7. Collaborative/extra teaching, including but not limited to inter-campus course sharing, independent studies, talks/outreach events.
      8. Development of new course or introduction of substantial new course materials into an existing course.

- Service to the department, for example, service on departmental committees, contributions to departmental initiatives and reviews, organization of events. At least one departmental committee/organizational position per year.
- Service to the college and university, for example, service on college or Faculty Senate/University Assembly committees; representation on university bodies such as the Faculty Senate; special initiatives for the college or university. Not required for promotion to Associate Teaching Professor, but may replace department service in some years.
- Service to the UM System and community will be viewed positively but is not expected.

### **Promotion from Associate Teaching Professor to Teaching Professor**

A faculty member holding the rank of Associate Teaching Professor may be promoted to Teaching Professor if each of these conditions are satisfied:

- Five years completed in rank as Associate Teaching Professor *at the time of consideration for promotion* (credit for years in an equivalent rank may be approved at the discretion of the Dean of the College of Arts and Sciences);
- The faculty member has consistently received satisfactory annual reviews towards promotion from the department chair. An annual review will certify:
  - A record of excellence and creativity in teaching supported by evidence.
    - The record must include all of the following:
      1. Minimum teaching evaluations: 90% of courses taught over the past 5 years have received evaluations that are at or near the departmental average for similar courses (GenEd, Service, Honors, Major, Graduate).
      2. Use online course resources, including Canvas.
      3. Teach courses as needed by the department.
    - In addition, the record must also include *at least 6* of the following:
      1. Excellent teaching evaluations. Evaluations for at least half of courses taught over past 5 years at or above dept average.
      2. Peer review of teaching each of past 5 years.
      3. Faculty letter documenting one of the following: mentorship, collaborative teaching, guest lecturing, outside evaluation of excellence.
      4. Student letters documenting excellence in the classroom (at least 3).
      5. Professional development activities: CTL seminars/workshops, online teaching training or similar activities.
      6. Research-led teaching. Normally this will be satisfied by teaching a course on a topic on which the instructor has published.
      7. Collaborative/extra teaching, including but not limited to inter-campus course sharing, independent studies, talks/outreach events.

8. Development of new course or introduction of substantial new course materials into an existing course.

- Service to the department, for example, service on departmental committees, contributions to departmental initiatives and reviews, organization of events. At least one departmental committee/organizational position per year.
- Service to the college, university, and/or system is required, for example, service on College committees or Faculty Senate/University Assembly committees (especially serving as chair); representation on university bodies such as the Faculty Senate; special initiatives for the college or university, serving on five-year review committees for external units.