

COLLEGE OF ENGINEERING

Faculty of Engineering Practice Mentoring, Review, and Promotion Process

(Approved by the Engineering Area Promotion Committee March 26, 2015)

- I. All Assistant and Associate Professors of Engineering Practice must be mentored according to the College of Engineering mentoring guidelines.
- II. For the purposes of mentoring, annual review, and promotion of Assistant Professors of Engineering Practice, the School Primary Committee will be augmented to include all Associate and Full Professors of Engineering Practice, with full voting rights. From now on this committee will be designated as the Augmented Primary Committee (APC). In the case of promotion of Associate Professor of Engineering Practice to Full Professor of Engineering Practice, the APC will include all Full Professors of Engineering Practice.
- III. For schools without any appropriate representation available from Faculty of Engineering Practice, the Dean, with input from the school, will appoint at least one Faculty of Engineering Practice from outside the school at the Associate Professor or Full Professor rank. This appointment will be for a one-year duration and renewable.
- IV. The APC will perform an annual review of a record submitted by the faculty member and presented by the mentor(s). Written feedback regarding progress toward promotion will be provided by the APC to the Faculty of Engineering Practice member through the school head.
- V. Faculty of Engineering Practice follow the same schedule as tenure-track faculty members regarding academic rank promotion.
- VI. Accordingly, all Assistant Professors of Engineering Practice will be reviewed by the APC for retention in rank or promotion to Associate Professor of Engineering Practice no later than six years after their first appointment to the rank of Assistant Professor of Engineering Practice. The review will be initiated at the start of the sixth year of the faculty member's appointment as an Assistant Professor of Engineering Practice to ensure completion before six years. The APC will determine whether the Assistant Professor of Engineering Practice should be considered for promotion, retained at the Assistant Professor of Engineering Practice rank, or recommended for termination.
- VII. Promotion in rank is based on the assigned mission and on the accomplishments and experience of the individuals consistent with University and College norms for faculty members who devote full time to their mission/assignment.
- VIII. Candidates for promotion to the rank of Associate Professor of Engineering Practice shall demonstrate evidence of excellence in learning/teaching, engagement and/or professional practice. In addition, candidates are expected to have accomplishments or potential for national prominence in their fields.
- IX. Candidates for promotion to the rank of Professor of Engineering Practice shall demonstrate a high level of professional accomplishment and excellence in learning/teaching, engagement and/or professional practice. Faculty at this rank must have achieved recognition by their peers at the

national/international level.

- X. Faculty of Engineering Practice who have been approved by the APC for promotion will have their documents forwarded to the EAPC. For the purposes of review and promotion of Faculty of Engineering Practice by the Engineering Area Promotions Committee (EAPC), the Dean of Engineering will augment the EAPC by appointing at least one Faculty of Engineering Practice at the (Full) Professor rank, with full voting rights. This appointment will be for a one-year duration and renewable. The Augmented engineering Area Promotions Committee will be referred to as the AEAPC in the remainder of this document.
- XI. The AEAPC will consider the record of Faculty of Engineering Practice being considered for promotion to a higher rank and vote on recommendation to promote, retain at the same rank, or terminate.
- XII. If the AEAPC recommends promotion, the document and the recommendations of the APC and AEAPC will be forwarded for consideration to the University Promotions Committee (UPC) for review by Panel B, according to university promotion and tenure policies and procedures. Cases approved by the UPC are transmitted to the President of the University who, in turn, makes his/her recommendations to the Board of Trustees for final action.
- XIII. In accordance to all other promotion guidelines, any communication with the candidates will occur only through the School Head.