

AACR 6

Office of the President
June 12, 2007

Members, Board of Trustees:

PROPOSED REVISION TO ADMINISTRATIVE REGULATION: CLINICAL TITLE SERIES

Recommendation: that the Board of Trustees approve the attached revision of Administrative Regulation (AR) II-1.0-1, Page IX, Appointment and Promotion in the Clinical Title Series. The proposed revision consists of clarifying the procedure, criteria, and conditions for the Clinical Title Series and a general reformatting of the regulation.

Background: The university's mission involves three primary functions: instruction, research, and service. In some areas, the educational experience is enhanced by having faculty members who are qualified to provide care or counseling to clients and training to students in clinical and experiential settings. To fulfill this need a Clinical Title Series for appointments, reappointments, and promotions without tenure was established by the Board of Trustees in 1986 for the health care colleges within the medical center and was extended in 1995 to other colleges with clinical and experiential training. The revision is intended to:

- Clarify that no college shall have more than 25 percent of its faculty in the Clinical Title Series, except upon approval of the provost;
- Allow funding for Clinical Title Series faculty who are not engaged in standard fee-based clinics (e.g., social work, law);
- Require faculty in the Clinical Title Series to hold a terminal degree or other professional certification relevant to the professional area;
- Update the regulation to align with professional accrediting bodies that require a more substantive portion of experiential training within various professions;
- Update the language to conform to the current university administrative organization (i.e., provost model); and
- Update the general formatting to make the regulation consistent with other university regulations.

A revised copy of AR II-1.0-1, Page IX, is attached. Proposed additions are underlined; proposed deletions are lined through.

Action taken: Approved Disapproved Other _____

UNIVERSITY OF KENTUCKY ADMINISTRATIVE REGULATIONS	IDENTIFICATION AR II 1.0-1		PAGE IX
	DATE EFFECTIVE mo/dd/07	SUPERSEDES REGULATION DATED AR number 4/8/02	

APPOINTMENT, REAPPOINTMENT, AND PROMOTION IN
 THE CLINICAL TITLE SERIES

I. Introduction

The University's ~~has a role and mission which involves three primary functions: instruction education, research and service, and research.~~ In some areas, ~~these three functions are interrelated to a great extent.~~ The educational ~~experience program~~ is enhanced by having clinically competent faculty ~~employees~~ who are qualified to personally provide care and/or counseling to clients and training to students in clinical settings. ~~in locations where students have clinical experiences. Further, these areas have a continuing need to expand clinical offerings to meet the educational requirements necessary to prepare students in various health professions so that they can meet the needs of citizens in the Commonwealth of Kentucky. Clinically competent professionals who are highly qualified to meet responsibilities in providing care and/or counseling to clients and training to students in clinical settings are essential if the education and research programs of these areas are to remain adequate and competitive. To fulfill this e need indicated above more effectively and to attract and retain faculty professional personnel, need a Celinical Title Sseries for appointments, reappointments, and promotions without tenure was established by the Board of Trustees in 1986 for is established for the health care colleges Colleges of Medicine, Dentistry, Pharmacy, Allied Health Professions, Nursing, and was extended in 1995 to other colleges that have clinically relevant disciplines. The ratio of the number of faculty appointments in the Clinical Title Series to the total number in the tenure-track title series (i.e., Regular, Special, Extension, Librarian) in a college shall not exceed 25 percent unless a specific higher ratio is approved by the Provost and the dean after a consultative vote is taken of the faculty council in the college.~~

~~Some clinical title series faculty appointed in the College of Medicine may be appointed to a department, and some may not, on the recommendation of the Dean and with the approval of the Senior Vice President and Chancellor of the Medical Center. The Associate Dean for Clinical Affairs will assume responsibility for the faculty not appointed to a department and will function in a manner equivalent to a department chair for this group of faculty. To carry out the functions of establishing a position, appointing and/or promoting these faculty the Dean would consult with a Clinical Program Review Committee made up of at least three clinically oriented faculty members.~~

II. Definition

The Clinical Title Series is a series of tenure-ineligible academic ranks and titles for appointment and promotion of appropriately qualified individuals, who participate in the University's academic programs albeit with and whose but who have duties and responsibilities which that are essentially related to clinical practice, and service to clients or /patients, and experiential training of students of the profession. They are individuals who have elected to practice within a setting that specifically contributes to the academic program of the University, particularly in the clinical area. For those faculty employees appointed to Clinical Title Series positions in health care programs, The the primary responsibilities of the non-tenured faculty member appointed in this series in the Medical Center are to provide patient care services, to expose students to their professional expertise, and to direct students' educational experience in the clinical settings where the faculty member-employee practices.

III. Establishment of a Position

To establish a position in the Clinical Title Series, the chairperson of the initiating educational unit shall: (1) after consultation with the faculty, prepare, in consultation with the unit faculty membersemployees, a requeststatement demonstrating the need for such a position and indicateing the source, amount, and term of funding for the position, and (then 2) obtain approvals of the requeststatement fromby the dean of the college and the Provost or Senior Vice President and Chancellor of the Medical Center.

IV. Areas of Activity

A. _____ Four areas of activity are important in the evaluation of individuals for appointment, reappointment, performance review, and promotion in the Clinical Title Series: for the Medical Center:

(1.) _____ practice or practice-relevant activities;

(2.) _____ effective clinical instructionteaching;

(3.) _____ professional status and activity; and

(4.) _____ ability to generate practice funds, if applicable for the position and as established in the position request.

B. _____ No University general funds shall be used to support fully or partially the workload of a faculty employee in a Clinical Title Series position, except that the Provost may approve an exception on a position-by-position basis in cases where:

1. _____ the job assignment is inappropriate for the Regular Title Series; and

2. _____ fees or practice funds are not collected in relation to the job activities.

~~Evidences Guidelines for professional status and activity are described under the Regular Title Series (AR II-1.0-1.V.A.3 Section V.A.3 of this Administrative Regulation). In the generation of practice funds, Guidelines are well established in that the source of funds generated should cover salaries and costs of benefits for the faculty members who are appointed in this role.~~

V. Academic Ranks, Titles, and Criteria

A. The academic ranks and related titles in the Clinical Title Series shall be:

~~(1.)~~ Clinical Instructor;

~~(2.)~~ Assistant Clinical Professor;

~~(3.)~~ Associate Clinical Professor; and

~~(4.)~~ Clinical Professor. ~~This series is established for the purpose of being able to recruit and retain fully affiliated and full-salaried faculty in the clinical disciplines. It is intended to accommodate those faculty who wish to practice in an academic setting. Appointees in the Clinical Title Series shall be subject to annual performance review, as is customary for other faculty.~~

~~All appointments will recognize the individual's potential to attain or generate practice funds, or who will be associated with a unit able to provide funds for practice.~~

B. Appointees in the Clinical Title Series shall be subject to annual performance review. All appointments, reappointments, and promotions shall be decided on the basis of merit and as -and academic service o the University evidenced in the above areas in which activity shall be regularly assigned. Evidence of Professional qualifications consists of educational attainment and professional accomplishment. clinical recognition. Evidence in the second area of activity -Academic service-consists primarily of effective clinical instructionteaching. Evidence of professional status and activity emphasizes clinical recognition. Evidences for professional status and activity are described under the Regular Title Series (AR II-1.0-1.V.A.3). Although it is not feasible to specify exact criteria for evaluating the credentials of an individual for appointment, reappointment, or promotion to any one particular rank in the Clinical Title Series, the following criteria provide guidance for evaluators:elines for appointment and promotion:

1. Clinical Instructor

In order to qualify for appointment or reappointment to Clinical Instructor, a candidate shall:

(a) hold the terminal final-earned-degree or other professional certification relevant to the clinical area (the latter shall be expressly identified in the -position description request);;

(b) ~~_____ who has~~ demonstrated clinical competence; ~~and~~

(c) ~~_____ hold~~as a license to practice in the discipline; ~~and~~

(~~d~~e) ~~_____ who~~ ~~have~~s ~~the~~ potential for significant professional growth in the clinical area, and contribution in the areas of clinical ~~and experiential~~ practice and ~~instruction in an experiential setting~~ ~~academic service~~.

2. Clinical Assistant Professor

In order to qualify for appointment, reappointment, or promotion to Clinical Assistant Professor, a candidate shall ~~Appointment or promotion to the rank of clinical assistant professor is extended to an individual who~~ meets the qualifications of ~~C~~linical ~~I~~nstructor, and in addition must both have a terminal degree (as determined by the profession) and ~~who has~~ provided evidence appropriate to the ~~of~~ professional of recognition at least at the local level. The requirement for a terminal degree at the rank of Clinical Assistant Professor, for exceptional professionals with national reputations as being among the best in their fields, may be waived upon:

(a) _____ the positive majority vote of the tenured and tenure-eligible faculty in the educational unit who are at or above the rank of Assistant Professor;

(b) _____ the positive recommendations of the educational administrator and the dean; and,

(c) _____ the positive recommendation of the appropriate Academic Area Advisory Committee and the approval of the Provost.

3. Clinical Associate Professor

In order to qualify for appointment, reappointment, or promotion to Clinical Associate Professor, a candidate shall ~~Appointment or promotion to the rank of clinical associate professor is extended to an individual who has~~ meet the qualifications of Clinical Assistant Professor and have exercised substantial ~~clinical and academic service~~ commitments in practice and clinical instruction. The individual appointed or promoted to this rank shall have demonstrated creative contributions to the instructional ~~academic~~ and clinical service programs of the University or comparable institution, documented with evidences appropriate to the field of assignment. The individual also shall have earned regional recognition as a clinician.

4. Clinical Professor

In order to qualify for appointment, reappointment, or promotion to Clinical Professor, a candidate shall meet the qualifications of Clinical Associate Professor and ~~Appointment or promotion to the rank of clinical professor is an indication that,~~ provide evidence to demonstrate that in the opinion of colleagues and administrators the individual is an outstanding practitioner and that regional, and perhaps national, recognition has been accorded the individual and beyond that, excellence in areas of emphasis has been achieved and appropriately documented with evidences appropriate to these areas.

VI. Procedures for Appointment, Reappointment, and Promotion

A. Procedures for appointment, reappointment, and promotion to academic ranks related to approved positions in the Clinical Ttitle Sseries are the same as those for the tenure-eligible title series (AR II-1.0-1), ~~regular and special title series (refer to Sections II, III, IV, XIII, and XIV,~~ except that faculty ~~employees~~ members of the Clinical Ttitle Sseries shall be consulted on a departmental or divisional basis as appropriate about appointment, reappointment, and promotion to academic ranks equal to or below their own.

B. The procedure by which an appointee in the Clinical Ttitle Sseries may be proposed, recommended, and approved for associate membership in the Graduate Faculty is the same as that for an appointee of the tenure-eligible regular title series [GRVII.A.3(a)]. Clinical Ttitle Sseries members shall not direct graduate theses and dissertations, but they may serve on thesis and dissertation committees and such other committees as appointed by the Dean of the Graduate School.

C. If the appointment of a faculty ~~employee~~ member is changed from the Clinical Ttitle Sseries to one of the tenure-eligible title series ~~the Regular or Special Title Sseries~~ through proper administrative channels and after following the established procedures for the tenure-eligible title series, years of service while on appointment in the Clinical Ttitle Sseries shall not be ~~eliminated from consideration~~ considered in the determination of the probationary period related to the appointment of the faculty ~~member~~ employee in the tenure-eligible title series ~~Regular or Special Title Sseries~~.

VII. Terms of Appointment

A Clinical Iinstructor shall be appointed for a specific term, not to exceed three years or, if for a lesser period of time, the period of funding from clinical practice, contracts, grants, or other sources as approved above (section IV). A Clinical Aassistant Pprofessor, a Clinical Aassociate Pprofessor, or a Clinical Pprofessor shall be appointed for a term not to exceed five years or, if for a lesser period of time, the period of funding from clinical practice, contracts, grants, or other approved sources. A faculty ~~employee~~ member may be reappointed in the

Clinical Title Series for one or more additional terms, contingent upon continuity of approved funding and the individual's performance and accomplishments.

VIII. Conditions of Employment

A. A faculty employee~~member~~ on appointment in the Clinical Title Series is eligible for all benefits of the Regular Title Series, except tenure and sabbatical leave. University contributions toward retirement, social security, and insurance benefits for the faculty employee~~member~~ shall be funded through clinical practice, contracts, grants, or other approved sources which provide support for the individual's position.

B. Faculty membership, with or without voting privileges, may be extended to an appointee in this series by the faculty members~~employees of the~~ educational unit to which the individual is assigned (GRVII.A.6). However, a faculty employee~~member~~ on appointment in the Clinical Title Series shall not be consulted about nor be eligible to vote on matters relating to regular or special title series~~faculty appointment, retention, and promotion, or tenure, in the tenure-eligible title series.~~

C. Faculty employees appointed in the Clinical Title Series shall not have regularly assigned duties in University service (see "Areas of Activity" above). However, faculty employees appointed in this title series who have been extended the privilege of membership in the college faculty body (GR VII.A.4) may be elected to serve in the University Senate. Individuals appointed in the Clinical Title Series shall not occupy more than 25 percent of the University Senate seats allocated to a college, nor be calculated as more than 25 percent of the faculty employees of a college in the apportionment of University Senate seats among the colleges.

IX. Reporting

The Office of the Provost shall maintain a record of the number of faculty employees on appointment in the Clinical Title Series for each college, including any exemptions granted pursuant to this Administrative Regulation. The Provost shall provide to the University Senate Council an annual report regarding the status (i.e., total number and exemptions per college) of faculty employees appointed in the Clinical Title Series.