

GUIDELINES FOR THE APPOINTMENT AND PROMOTION OF CLINICAL FACULTY: WASHINGTON STATE UNIVERSITY

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Guidelines for Promotion of Clinical Faculty

Scope of Policy

The following policy and guidelines apply to a group of faculty referred to in this policy as clinical faculty.

The Department of Speech and Hearing Sciences makes clinical faculty appointments to best serve programmatic needs by appointing persons whose extensive clinical responsibilities would render appointment to the tenure track inappropriate. Clinical track faculty place emphasis on clinical teaching, clinical scholarship, and service.

The Speech and Hearing Sciences faculty recognizes the essential contributions of clinical track faculty and is committed to a full partnership between academic and clinic faculty. The clinical track is non-tenure earning; however, it provides for advancement in rank and is comprised of Assistant, Associate, and Full Professor ranks. The clinical ranks build on the previous rank and encompass the expectations of the previous ranks in the same manner as do tenure-track/tenured ranks. Clinical track appointments are renewable appointments of up to three years, contingent upon the needs of the Department and satisfactory evaluations as measured by annual performance reviews. An unsatisfactory annual performance review will lead to a one year terminal appointment. The annual performance review, renewal of appointment, and promotion procedures are similar to that established for the tenure-track, except

that external reviews are not required. The Department may elect to obtain external reviews, however, if it is deemed necessary to adequately evaluate the candidate. Criteria for promotion and performance expectations of clinical faculty are distinct from those of the tenure-track.

Procedures

Candidates for promotion shall be evaluated in accordance with the guidelines outlined in the *Faculty Manual* of Washington State University, the *Statement of Tenure and Promotion Policies and Criteria* of the College of Liberal Arts, and the *Guidelines for Tenure and Promotion* of the Department of Speech and Hearing Sciences. Specific criteria and procedures for promotion of clinical faculty are elaborated in the Department's *Guidelines for Promotion of Clinical Faculty*.

Clinical Assistant Professors are appointed to fixed term appointments of up to three years. In addition to the annual reviews, a formal cumulative progress review shall be conducted for clinical assistant professors in the spring of the third year of the initial appointment. A satisfactory cumulative third year review (i.e., expectations of rank are being met) may result in reappointment to a subsequent fixed term of up to three years, based on the needs of the Department. A one-year terminal appointment may be given if the cumulative review is not satisfactory.

Clinical Assistant Professors typically are not considered for promotion to clinical associate professor prior to the sixth year of service at the rank of clinical assistant professor. Exceptional candidates may be offered the opportunity to advance in rank prior to the sixth year of service. Faculty promoted to the rank of clinical associate professor shall be appointed to a *rolling horizon* term of up to three years. Performance reviews will be conducted annually, with the possibility of renewal for an additional period not to exceed three years. Faculty may remain at the rank of clinical assistant professor, if promotion to clinical associate

professor is not pursued or is not granted, contingent upon satisfactory annual reviews. Reappointment to subsequent fixed terms of up to three years may be provided in such cases. Annual performance reviews will continue.

Clinical Associate Professors are appointed to fixed term appointments of up to three years. In addition to annual reviews, a formal cumulative progress review shall be conducted for clinical associate professors at least every three years. Time in rank is not sufficient basis for promotion to clinical full professor. Consideration for promotion is based on the quality of the candidate's cumulative record. The individual faculty member holding the rank of clinical associate professor may initiate his/her promotion to clinical full professor. Faculty promoted to the rank of clinical professor shall be appointed to a *rolling horizon* term of up to three years. Performance reviews will be conducted annually, with the possibility of renewal for an additional period not to exceed three years. Faculty may remain at the rank of clinical associate professor, if promotion to clinical professor is not pursued or is not granted, contingent upon satisfactory annual reviews. Ongoing three-year *rolling horizon* appointments may be provided in such cases. Annual performance reviews and cumulative progress reviews will continue.

Clinical Professors are appointed to fixed term appointments of up to three years. Performance reviews will be conducted annually, with the possibility of appointment to a *rolling horizon* term not to exceed three years.

All tenured faculty, tenure-track faculty, and clinical faculty with the same or higher rank as that to which the candidate(s) aspire, will review independently the work of candidates under consideration for promotion. These faculty will submit confidential signed ballots to the Department Chair. All other faculty will be invited to submit non-binding ballots. Criteria for promotion of clinical faculty are elaborated in the Department of Speech and Hearing Sciences' *Guidelines for Promotion of Clinical Faculty*.

Criteria

The following criteria suggest contributions that may be used to demonstrate effectiveness in teaching, practice, scholarship, and service in the three clinical ranks. The lists are not in order of priority nor are they intended to exclude other kinds of evidence. Professional evaluation is based on judgment, which must be sound and adequately sampled and reviewed. It is the responsibility of the faculty member, with the advice of the Department Chair, to assure that the record presents the case fully, clearly, and accurately.

SPEECH AND HEARING SCIENCES CRITERIA FOR CLINICAL ASSISTANT PROFESSOR

EDUCATION

- Master's in Speech-Language Pathology or Audiology
- National certification (CCC-SLP/CCC-A) required
- Proven excellence in clinical teaching/supervision

TEACHING

- Demonstrates evidence of strong knowledge base in clinical specialty area(s), including clinical supervision, clinical programming, and/or clinical service delivery
- Demonstrates evidence of growth toward outstanding clinical teaching indicated by peer and/or student evaluations
- Contributes to the continual improvement of the clinical curriculum/program and the overall SLP and/or Audiology programs

PRACTICE

- Demonstrates expertise in clinical practice and/or client care in clinical specialty area(s)
- Serves as a clinical role model for students

- Contributes toward improving the clinical milieu for students' clinical experience
- Contributes to the integration of clinical service delivery/academic education
- Enhances the provision of care to clients seen in the campus clinics (as appropriate to assignment/duties)
- Provides direct and/or indirect clinical service (including consultation, advocacy)
- Presents evidence of professional development

SCHOLARSHIP

- Serves as a clinical consultant in clinical practice, including clinical supervision, clinical programming, and/or clinical service delivery
- Develops materials pertinent to practice (e.g., supervisory evaluation tools, professional development offerings, inservice education, clinical teaching modules, learning contracts) and seeks peer review of developed materials
- Develops innovative clinic service delivery options, therapeutic strategies/techniques, and/or supervision models
- Collaborates with professionals and/or researchers in clinical problem solving

SERVICE

- Participation in clinical program activities
- Serves on department committees and other various routine and ad hoc assignments
- Advances the department's extension mission and promotes community relations

APPOINTMENT

- Initial fixed term appointment not to exceed three years with annual performance review
- Comprehensive review in spring of third year culminating in subsequent fixed term appointment not to exceed three years or one year terminal appointment
- Promotion review in fall of sixth year culminating in promotion to Clinical Associate Professor and rolling horizon appointment not to exceed three years, three year fixed term reappointment as clinical assistant professor if expectations of rank are satisfied, or one year terminal appointment if outcome of review is not satisfactory

SPEECH AND HEARING SCIENCES CRITERIA FOR CLINICAL ASSOCIATE PROFESSOR

Promotion to the rank of associate professor will depend upon adequate demonstration of the candidate's sustained effectiveness in teaching, practice, scholarship, and service. Each of the identified areas is inclusive of the criteria identified at the lower rank.

EDUCATION

- Master's in Speech-Language Pathology or Audiology
- National certification (CCC-SLP/CCC-A) required
- Proven excellence in clinical teaching/supervision

TEACHING

- Recognized as an expert in clinical specialty area(s), including clinical supervision, clinical programming, and/or clinical service delivery
- Demonstrates evidence of continued growth toward outstanding clinical

- teaching indicated by -peer and student evaluations
- Contributes to the continual improvement of the clinical curriculum/program and the overall SLP and/or Audiology programs
 - Contributes to the development of innovative clinical experiences and/or clinical pedagogy
 - Contributes to the development of new clinical teaching materials/modules
 - Directs independent studies/special projects

PRACTICE

- Establishes a local reputation as an expert in clinical practice and/or client care in clinical specialty area (s)
- Serves as a clinical role model and mentor for students
- Assumes leadership in improving the clinical milieu for students' clinical experience
- Assumes leadership in the integration of clinical service delivery/academic education
- Enhances the provision of care to clients seen in the campus clinics (as appropriate to assignment/duties)
- Provides direct and/or indirect clinical service (including consultation, advocacy)
- Presents evidence of professional development

SCHOLARSHIP

- Recognized as an expert in clinical specialty area(s), including clinical supervision, clinical programming, and/or clinical service delivery
- Recognized locally as a clinical consultant to professional colleagues
- Implements innovative student training and/or clinical practice programs (e.g., therapeutic strategies/techniques, and/or supervision models)

- Presents papers at professional conferences (e.g., clinical case studies, innovative clinical programs, clinical teaching modules, innovative practice models, etc.)
- Primary collaborator with professionals and/or researchers in clinical problem solving
- Participates or directs master's research projects/theses

SERVICE

- Leadership in clinical program activities
- Chairs or serves on department committees and other various routine and ad hoc assignments
- Leadership in advancing the department's extension mission and promoting community relations
- Participates in professional organizations

APPOINTMENT

- Initial fixed term appointment not to exceed three years with annual performance review
- Subsequent rolling horizon appointment not to exceed three years based on satisfactory annual review
- Promotion consideration based on quality of candidate's cumulative record not to exceed three years, reappointment as clinical associate professor to a rolling horizon term not to exceed three years if expectations of rank are satisfied, or one year terminal appointment if outcome of review is not satisfactory. Cumulative progress review shall be conducted at least every three years.

SPEECH AND HEARING SCIENCES CRITERIA FOR CLINICAL PROFESSOR

Time in rank is not sufficient grounds for promotion to full professor. Promotion to the rank of professor will depend upon adequate demonstration of the candidate's sustained effectiveness in teaching, practice, scholarship, and service. Each of the identified areas is inclusive of the criteria identified at the lower rank.

EDUCATION

- Master's in Speech-Language Pathology or Audiology
- National certification (CCC-SLP/CCC-A) required
- Proven excellence in clinical teaching/supervision

TEACHING

- Regionally prominent as expert in clinical specialty area(s), including clinical supervision, clinical programming, and/or clinical service delivery
- Demonstrates evidence of outstanding clinical teaching indicated by peer and student evaluations
- Serves as a leader in clinical curriculum/program development and implementation
- Serves as a leader in development of innovative clinical experiences and/or clinical pedagogy
- Serves as a leader in development of new clinical teaching materials/modules
- Directs independent studies/special projects

PRACTICE

- Recognized regionally as an expert in clinical practice and/or client care in clinical specialty area(s)
- Serves as a clinical role model and mentor for students

- Proven leader in improving the clinical milieu for students' clinical experience
- Proven leader in the integration of clinical service delivery/academic education
- Assumes leadership in advancing the provision of care to clients seen in the campus clinics (as appropriate to assignment/duties)
- Provides direct and/or indirect clinical service (including consultation, advocacy)

SCHOLARSHIP

- Regionally prominent as expert in clinical specialty area(s), including clinical supervision, clinical programming, and/or clinical service delivery
- Regionally prominent as a clinical consultant to professional colleagues
- Contributes to public policy health care initiatives at state, regional, or national level
- Regularly presents papers at professional conferences
- Contributes scholarly writings in professional journals (e.g., clinical case studies, innovative clinical programs, clinical teaching modules, innovative practice models, etc.) and/or text books
- Primary collaborator with professionals and/or researchers in clinical problem solving
- Assists in research projects or is a member of a research team
- Directs master's research projects/theses

SERVICE

- Leadership in clinical program activities
- Mentors junior clinical faculty
- Chairs or serves on department committees, campus committees, college committees, and/or university committees

- Various routine and ad hoc assignments
- Proven leadership in advancing the department's extension mission and promoting community relations
- Leadership in professional organizations
- Contributes to the improvement of health care in the community

APPOINTMENT

- Initial fixed term appointment not to exceed three years with annual performance review
- Subsequent rolling horizon appointment not to exceed three years based on satisfactory annual review