

School of Information
University of Michigan

Criteria for Hiring and Promotion of Clinical Faculty

Adopted by the School on January 5, 2000

The School of Information educates professionals to lead in the information age, and is committed to delivering professional education to students who seek careers as librarians, information service providers, human-computer-interaction specialists, information systems developers, archivists, and information administrators in both traditional and new settings. In addition, the pace of change in both social organizations and information technology is such that the School must also provide life-long learning opportunities to established information professionals and prepare students to pioneer career paths that do not now exist.

The research and instructional programs at the School have a strong component of practical engagement with private enterprises, not-for-profit institutions, libraries, schools, and communities to address the pressing social and technological problems of information management, access and use. The presence of leaders in practice will assist the School in its aim to integrate the larger community tightly into its instruction and into its research via partnerships in developing concepts and technologies that will enrich both the practice and theory of the information professions.

The School's emphasis on the application of knowledge and skills to specific problems outside the classroom is an integral part of the SI professional masters program. The central professional and academic commitment of the School is that better professional practice and better academic knowledge both rest on understanding the actual use of information in real world settings.

To these ends, the School will from time to time appoint faculty whose primary responsibility is to participate in these practical components of the School's mission. This document describes the procedures for hiring and promoting such faculty.

Titles

The clinical positions will carry the internal or School titles of:

- Instructor of Practice in Information,
- Assistant Professor of Practice in Information,
- Associate Professor of Practice in Information,
- Professor of Practice in Information.

Searches and Standards for Appointment and Promotion

The search process for practice faculty will follow the same protocols that apply to searches for instructional faculty and academic administrators. The search will be at a national level, and candidates will come for visits to meet with faculty and students, and give a public presentation. References will be required, and external peer review will be sought. The governing faculty will make recommendations for appointments to the Dean. Promotions will be reviewed by the Promotion and Tenure Committee, who will make recommendations to the Dean.

Candidates will be expected to make substantive creative contributions in teaching and professional service and their work will be expected to have consistency with the stated mission of the School. However, less emphasis will be placed on scholarly publication and a formal research record, while on the other hand candidates will be expected to achieve outstanding work at the level of professional engagement and practice. As with all faculty, criteria for appointment and promotion will include evaluation of the impact of the faculty member's work in the community of their peers as well as those they serve in their practice, but for clinical faculty, impact will be measured in ways beyond scholarly publication.

Candidates will be expected to demonstrate evidence of ability to work on teams in collaborative research, teaching and service initiatives. There is an expectation of a continual effort to submit competitive proposals to a wide range of sponsors both as individuals and as members of teams, and to secure external support for instructional and professional initiatives. There is a high expectation of teaching and mentoring ability, and clinical faculty will be expected to play an active role in instructional development, initiation of new courses, innovation in instruction delivery and content, and contribution to overall curriculum design and development. The School's strong commitment to service carries with it the expectation of service to the university and external communities, and this service will be expected to have impact and influence on the communities served. Internal and external recommendations will be sought to help measure quality and impact in all of the above areas.

Standards for the specific levels of appointment and promotion would be as follows:

Instructor of Practice. To be appointed as Instructor of Practice, an applicant would have to show:

- evidence of: a completed degree in a related field
- evidence of professional competency
- potential for excellence in teaching, supervising practical engagement activities, and linking to external organizations
- potential for growth in professional and intellectual areas

Letters from individuals with first hand knowledge of the candidate are helpful in documenting the candidate's professional competency, suitability for an academic environment, potential as a future teacher and professional role model, and potential for growth in clinical and intellectual areas.

Past teaching experience is not required. An initial three-year appointment is usual, reviewed in the second year for a reappointment to a second term of up to five years, and reviewed in the seventh year for promotion or notice of non-appointment.

Assistant Professor of Practice. To be appointed as an Assistant Professor of Practice, an individual would have to show evidence of:

- a minimum of three years professional experience or advanced degree beyond the profession degree
- peer recognition at the regional level
- potential for leadership in professional practice
- potential for academic productivity in teaching
- evidence of professional service
- ability to provide service, e.g. School and professional committees, program development

- ability to organize and direct field relationships with external organizations
- ability to lecture and organize course materials and to serve as a course and/or program director
- ability to develop new course materials
- membership in professional societies
- ability to give presentation at regional and national meetings
- ability to organize and administer professional practice activities
- potential for service to the School through participation in committees related to professional practice and teaching

An initial three-year appointment is usual, reviewed in the second year for a reappointment to a second term of up to five years, and reviewed in the seventh year for promotion or notice of non-reappointment.

Associate Professor of Practice To be appointed as Associate Professor of Practice or promoted to this rank, an individual would have the equivalent of the requirements for Assistant Professor of Practice and also have met the additional requirements as follows:

- established a record of professional accomplishments that is expanding to state, regional and national recognition
- documented evidence of teaching productivity and excellence (as judged by faculty and students)
- significant contributions to practice programs and/or courses
- documented evidence of scholarly activity in the role as a primary author and/or a collaborator (e.g. articles, case reports, videos, book chapters, innovative educational materials or teaching techniques, grant writing participation, development of new advances and/or new techniques in professional practice)
- a continued and growing role in service on School committees
- participation in national or regional meetings
- ability to mentor junior clinical faculty

An initial three-year appointment is usual, reviewed in the second year for a reappointment to a second term of up to five years, and reviewed in the seventh year for promotion or notice of non-reappointment.

Professor of Practice To be appointed as Professor of Practice or promoted to this rank, an individual would have the equivalent of the requirements for Associate Professor of Practice and also have met the additional requirements as follows:

- established evidence of professional accomplishments recognized at national and international levels
- established excellence and leadership in professional education, as recognized by students and peers
- established scholarly activity in the role as a primary author and major collaborator (as defined previously) which has led to recognized prominence in a professional area
- established a significant service role (e.g., recognized leadership on School committees, demonstrated success in linking the School to important constituents)
- evidence of national leadership in professional societies and programs.
- proven ability to mentor less experienced clinical faculty
- evidence of responsibility in directing program practice and development

An initial three-year appointment is usual, reviewed in the second year for a reappointment to a second term of up to five years. Further appointments can be made of one to five years' duration.

Terms of Appointment; Notice of Non-Reappointment

The appointments will be without tenure. Appointments up to and including Assistant Professor will be for a term of up to three years, renewable. Appointments in the upper ranks may be up to five years, renewable. Notice of non-reappointment will be equivalent to that provided to regular instructional faculty.

EVPA Approval

The Office of the Provost and Executive Vice President for Academic Affairs will approve all appointments and promotions within these ranks

Membership in the Governing Faculty and Voting Privileges

Those faculty who are appointed at more than half time and who have appointments for one or more years may be authorized to vote at faculty meetings by a majority vote of the governing faculty in the School. Such voting privileges will be restricted to non-tenure matters.

Eligibility for Sabbatical Leave

Clinical faculty will not be automatically eligible for sabbatical leave, but the School will consider awarding educational leaves in special instances on a case-by-case basis.