

AIPC update re: ITF promotion procedures and criteria

19 March 2026

Context

- Board of Trustees (BoT 6.01-6.05) and Faculty Handbook (1.5.1) policies created ITF ranks in 2022
 - General procedures
 - General “university-wide” criteria for associate and full teaching professor ranks
- Faculty handbook appendix L revisions (6-24) instructs **departments/colleges** to create procedures and criteria for ITF promotion
 - 16 out of 21 administration-signed unit charters predate these changes
- Issues with post-2022 charters (5 signed and 8 unsigned)
 - Reference to Handbook and appendix L instead of establishing procedures
 - Reference to URLs-as-policy
 - Incomplete or entirely missing promotion criteria
 - Legacy terminology
 - Disparities across units in criteria and procedures

Procedure

- ITF committee model (1 unit)
 - Charter creates ITF review committee composed of elected ITF faculty
 - Feasible for large departments with many ITF faculty
- Hybrid model (4 units)
 - Charter creates ad-hoc committee composed of TPR + elected ITF member(s) as needed
 - Flexible; limited ITF representation
- Default to TPR committee (everyone else)
 - Restricted to tenured faculty
 - Minimum committee size of 3; some units require 4 or 5

Promotion Criteria (1-3)

- Handbook appendix L
 - “Assistant Teaching Professors will be eligible for promotion to the rank of Associate Teaching Professor **based on criteria established within the academic units** and the recommendations of relevant committees and administrators at the university”

Promotion Criteria (2-3)

- Faculty Handbook 1.5.1.2: describes expectations of ITF ranks
 - Associate: “excellence in teaching and leadership in education;”
“develop new courses and implement new teaching methods”
 - Full: “exceptional achievements in teaching and education, either through fundamental contributions to the University's mission or as a result of national or international impact”
- Issues
 - Not a substitute for unit-defined criteria
 - Criteria must be consistent with faculty appointments
 - Appointment letters vary across and within units

Promotion Criteria (3-3)

- Recommendation: menu approach
 - Teaching/service/research columns weighted according to appointment
- Avoid overly-restrictive language
 - Research narrowed to “pedagogical research”
 - Required, desired, and “plus” factors
 - BoT 6.2: “Each faculty member has the dual responsibility of (a) participating in the discovery of new knowledge, and (b) transmitting the fund of accumulated wisdom to students in the University's classrooms and laboratories, and also to colleagues in the worldwide learned community.”

Next Steps

- Charter revisions
- Template or best practices document: procedure
- Template or best practices document: promotion criteria
 - **ITF constituent feedback needed**
 - Other comments from TPR committees, chairs, and administration