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1 and the Instructor ranks will be: (1) the level of autonomy in curricular  
2 decisions, curricular development, and course design; (2) the academic  
3 experience and degrees held; and (3) the skill to apply expertise across  
4 courses and curricular levels as manifested in the breadth and depth of  
5 assignments and that requires intellectual flexibility, coordination and  
6 cooperation.

7 i. The level of autonomy in curricular decisions, curricular development,  
8 and course design as evidenced in the preponderance of the assigned  
9 course load:

10 1. For the **Teaching Professor ranks**, expectations include the  
11 development, coordination, and evaluation of all aspects of  
12 assigned courses in relationship to the broader curriculum.

13 2. For the **Instructor ranks**, there is less autonomy over the  
14 development, coordination, and evaluation of all aspects of  
15 assigned courses in relationship to the broader curriculum (e.g.,  
16 an Instructor may teach one of multiple sections that utilize the  
17 same syllabus and reflect similar design).

18 ii. The academic experience and degrees held:

19 1. The number of years of academic experience and type of  
20 professional experience required for the Teaching Professor  
21 and Instructor ranks will vary by discipline and be determined by  
22 individual academic units.

23 2. For the **Teaching Professor ranks**, faculty will ordinarily hold  
24 the highest degree in their fields of specialization. Exceptions to  
25 this requirement may be made when there is evidence of  
26 outstanding achievement and professional recognition in the  
27 candidate's field of expertise. In most fields, the doctorate will  
28 be expected.

29 a. A terminal degree in the field of specialization is not  
30 sufficient to qualify for a **Teaching Professor** rank.

31 3. For **Instructor ranks**, individuals with a terminal degree may  
32 apply for and receive an instructional position, although this is  
33 not an expectation.

34 iii. Skill in application of expertise and integration of knowledge:

35 1. For **Teaching Professor ranks**, faculty have skill and expertise  
36 necessary to teach across upper and lower division and  
37 undergraduate/graduate levels, where applicable, reflecting the

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1 breadth and depth of assignments and requiring intellectual  
2 flexibility, curricular coordination and cooperation. Faculty must  
3 demonstrate evidence of the application of scholarly inquiry,  
4 pedagogical methods, and curricular integration consistent with  
5 the criteria established by their academic units and approved by  
6 the Department Chair (or equivalent).

7  
8 2. **For Instructor ranks**, faculty are responsible for a narrower  
9 scope of courses and/or are more likely to teach lower-division  
10 undergraduate courses. Upper-division undergraduate major  
11 courses may be taught by instructors if the duties and  
12 responsibilities for the assigned courses do not require the  
13 autonomy, coordination and control associated with the  
14 Teaching Professor ranks and if these courses do not represent  
15 the preponderance of their teaching assignments. Teaching  
16 lower-division undergraduate courses shall not be the sole  
17 determining factor in whether a faculty is assigned to the  
18 Instructor or Teaching Professor ranks. Faculty in the Instructor  
19 ranks should be assigned graduate-level courses only on rare  
occasions.

20 **3. Role of Department Chair/Equivalent in the Assignment of Work:**

21 a. It is the responsibility of the Department Chair (or equivalent) to assign work  
22 that is appropriate to a member's rank. Departmental needs may, on  
23 occasion, warrant an Instructor being assigned courses and related duties  
24 more commonly associated with the Teaching Professor ranks. Regular  
25 assignments, however, must be in accord with those outlined in Section 2  
26 above, *Primary Distinctions between the Teaching Professor and the*  
27 *Instructor ranks*.

28 b. If an Instructor requests a course with duties and responsibilities more  
29 appropriate for the Teaching Professor ranks, the Department Chair (or  
30 equivalent) may grant the request on a limited basis, but this should not be an  
31 ongoing or common practice.

32 **4. Re-titling into the Teaching Professor Ranks:**

33 a. **Process for Notifying Faculty eligible for re-titling to the Teaching**  
34 **Professor ranks:**

35 i. Department Chairs (or equivalents) in consultation with the Dean's  
36 office will develop a list of faculty members who hold NTTF  
37 Professorial ranks or are Senior Instructor II (SRI-II).

38 a. Those who hold NTTF Professorial ranks will be notified  
39 by their department chairs (or equivalents) that they are

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1 eligible to automatically retitle into equivalent Teaching  
2 Professor ranks (Ex: NTTF Associate Professor may  
3 retitle to Teaching Associate Professor).

4 i. Those holding NTTF Professorial ranks will have 5  
5 business days from receipt of notice of eligibility to  
6 accept or decline in writing to re-title. See section  
7 4 (b) below for retitling process.

8 b. Those who hold the rank of SRI-II will be notified that  
9 they can be considered for re-titling to Teaching Assistant  
10 Professor using the criteria provided in section 4 (c)  
11 below.

12 i. SRI-IIs will have 5 business days from receipt of  
13 notice of eligibility to provide a written request to  
14 retitle to their department chair (or equivalent).

15 ii. Department chairs (or equivalents) may require that an SRI-II provide  
16 documentation, including an updated CV, in order to determine  
17 eligibility for re-titling into the Teaching Professor ranks.

18 iii. Within 5 business days of receipt of written notice of eligibility for  
19 retitling, the faculty member must either elect to re-title or defer. If a  
20 faculty member elects to defer, they will no longer be eligible to re-title,  
21 but will retain future access to the Teaching Professor ranks as stated  
22 below in section 5, *Promotion into Teaching Professor Ranks*.

23 iv. The Department Chair (or equivalent) will communicate to the Dean's  
24 office all re-titling information. The Dean's office will provide re-titling  
25 information to OAA and HR. In consultation with OAA, HR will update  
26 the eligible faculty member's record to reflect each eligible faculty  
27 member's re-titling into the appropriate Teaching Professor rank.

28 **b. Process for re-titling NTTF Professor and Instructor ranks to Teaching**  
29 **Professor ranks during the transition period:**

30 i. The transition period for re-titling into the Teaching Professor ranks  
31 shall be completed no later than September 15, 2022.

32 ii. Re-titling is aligned with current job duties and responsibilities.

33 iii. Re-titling from an Instructor rank to a Teaching Professor rank is not  
34 considered a promotion. After the academic year 2022-2023, all  
35 departments will be expected to utilize their own P&T Guidelines for  
36 promotional decisions regarding the new Teaching Professor ranks.

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1           iv. The re-titling of members will occur in two distinct ways using the  
2           current rank of the member as described in section 4(c) below: (1)  
3           automatic conversion based on meeting all criteria, and (2) eligible for  
4           conversion upon administrative review of additional supporting  
5           evidence provided.

6           v. No faculty member will be compelled to re-title.

7           **c. Criteria for re-titling NTTF Professor and Instructor ranks to Teaching**  
8           **Professor ranks during the transition period:**

9           i. **NTTF Assistant Professors, NTTF Associate Professors, and**  
10           **NTTF Professors** shall, at their request, be retitled into the Teaching  
11           Professor ranks at parallel levels.

12                   1. Those NTTF Assistant Professors, NTTF Associate Professors,  
13                   and NTTF Professors who request to be re-titled will be  
14                   automatically re-titled into the following respective Teaching  
15                   Professor ranks: NTTF Assistant Professor retitled to Teaching  
16                   Assistant Professor, NTTF Associate Professor retitled to  
17                   Teaching Associate Professor, and NTTF Professor re-titled to  
18                   Teaching Professor.

19           ii. **Senior Instructor II (SRI-II)** may be eligible to re-title to Teaching  
20           Assistant Professor if ALL of the criteria outlined in section 2 above,  
21           *Primary Distinctions between the Teaching Professor and the*  
22           *Instructor ranks*, are met.

23                   1. The Faculty Senate language specific to the doctorate degree  
24                   requirement allows that an exception to the requirement may be  
25                   considered when there is clear evidence of outstanding  
26                   achievement and professional recognition in the candidate's  
27                   current field of expertise.

28                   2. In addition, the SRI-II must have undergone at least one  
29                   successful peer review. This review must have led to (a) a  
30                   promotion in rank, (b) award of Continuous Appointment, or (c)  
31                   hiring by a faculty search committee.

32           iii. **Senior Instructor I (SRI-I) or Instructor** are not eligible for re-titling  
33           into the Teaching Professor ranks. See section 5 below for eligibility to  
34           promote into the Teaching Professor ranks.

35           **d. Process for the reconsideration of an administrative decision on re-**  
36           **titling:**

37           i. Those individuals in NTTF Professor ranks who did not elect to

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1 automatically retitle during the transition period are not eligible for a  
2 reconsideration to retitle, as the decision not to re-title was their own.  
3 See sections 6, (c) i-ii below.

4 ii. If an SRI-II questions the administrative decision for re-titling, they may  
5 submit a written request for a reconsideration within 5 business days  
6 from receipt of the written notice of the administrative decision not to  
7 retitle, and may provide additional supporting evidence along with the  
8 request for reconsideration.

9 1. The reconsideration will be requested based on the criteria  
10 stated in section 2 above.

11 iii. Composition of Reconsideration Committee

12 1. Each School or College will create an administrative review  
13 committee composed of department chairs (or equivalents)  
14 holding rank to review and evaluate the original re-titling  
15 decision using the criteria in section 2 above.

16 2. The size and composition of this group will be at the discretion  
17 of the Dean.

18 3. In those Schools/Colleges that do not have ranked  
19 administrators, the Dean will appoint a minimum of five  
20 department chairs from across the campus to serve on the  
21 administrative review committee.

22 iv. The committee will endeavor to reach consensus before  
23 communicating their decision to the Dean and the Dean will make the  
24 final determination. Re-titling decisions are not grievable and are not  
25 subject to Article 28.

26 **5. Promotion into Teaching Professor Ranks:**

27 **a. Process for notifying faculty eligible for promotion into the Teaching**  
28 **Professor ranks:**

29 i. Department Chairs (or equivalents), in consultation with their Dean's  
30 office, will develop a list of all faculty eligible to promote into the  
31 Teaching Professor ranks using the criteria as provided by the Faculty  
32 Senate and in accordance with the faculty member's current rank as  
33 stated in sections 5(c) i-iv, below.

34 ii. Department Chairs (or equivalents) will notify all faculty eligible to  
35 promote into the Teaching Professor ranks, referencing the faculty  
36 member's eligibility for promotion based on their current rank as stated

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- 1 in sections 5(c) i-iv, below.
- 2 iii. Faculty members notified of eligibility will respond to the notice in  
3 accordance with the deadlines stated in their unit guidelines.
- 4 1. If the faculty member elects to participate, the promotional  
5 review will commence in 2022-2023 and proceed through the  
6 promotional review deadlines as stated in unit guidelines and on  
7 the Academic Deadlines Calendar posted on the OAA website.
- 8 2. If a faculty member elects to defer, the faculty member will  
9 remain eligible for future promotion into the Teaching Professor  
10 ranks. Starting in Spring 2023 the criteria and notice for  
11 eligibility will follow the unit's guidelines and will be in  
12 accordance with the University P&T Guidelines and the  
13 Academic Deadlines Calendar posted on the OAA website.

14 **b. Process for Promotion into the Teaching Professor ranks:**

- 15 i. Members shall be allowed to apply for promotion to the new Teaching  
16 Professor ranks in Fall 2022. The parties recognize that for academic  
17 year 2022-2023 units may not have had the opportunity to fully develop  
18 criteria for promotion into the new Teaching Professor ranks, thus  
19 departments may use the rank descriptions developed by the Faculty  
20 Senate on May 3, 2021 for these promotional recommendations. After  
21 the academic year 2022-2023, all departments will be expected to  
22 utilize their own P&T Guidelines for promotional decisions.
- 23 ii. For those who retitled into the parallel Teaching Professor ranks, time  
24 spent in rank as NTTF Assistant or NTTF Associate Professor will  
25 count toward the minimum number of years in rank required prior to  
26 being eligible for application to the next Teaching Professor rank, as  
27 stated in the Faculty Senate Resolution dated May 3, 2021.
- 28 1. **Teaching Professor** A non-tenure track faculty position.  
29 Typically, being hired into or promoted to this position requires a  
30 minimum of four years in rank as an NTTF Associate Professor.
- 31 2. **Teaching Associate Professor** A non-tenure track faculty  
32 position. Typically, being hired into or promoted to this position  
33 requires six years in rank as an NTTF Assistant Professor.

34 **c. Criteria for promotion to Teaching Professor ranks during the transition**  
35 **period:**

- 36 i. **A NTTF Associate Professor** hired prior to September 16, 2021 who  
37 did not elect to re-title to Teaching Associate Professor during the

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1 transition period pursuant to section 4(c), i, above, is eligible to  
2 promote to Teaching Professor.

3 1. Time spent in the parallel rank of NTTF Associate Professor will  
4 count toward the minimum of four years in rank prior to being  
5 eligible for a Teaching Professor promotional review the 5<sup>th</sup>  
6 year.

7 2. If unsuccessful in promoting to Teaching Professor (this is not  
8 considered skipping a rank but a parallel promotion within the  
9 Teaching Professor ranks), the NTTF Associate Professor will  
10 be eligible for promotion after completing three additional years  
11 in rank (eligible to apply for promotion in the 4<sup>th</sup> year).

12 3. The NTTF Associate Professor who is unsuccessful in  
13 promoting to Teaching Professor two times will no longer be  
14 eligible for promotion into the Teaching Professor ranks.

15 ii. **A NTTF Assistant Professor** hired prior to September 16, 2021 who  
16 did not elect to re-title to Teaching Assistant Professor during the  
17 transition period pursuant to section 4(c), i, above, is eligible to  
18 promote to the Teaching Professor ranks.

19 1. Time spent in the parallel rank of NTTF Assistant Professor will  
20 count toward the typically required minimum of 6 years in rank  
21 prior to being eligible for a Teaching Associate Professor  
22 promotional review the 7<sup>th</sup> year.

23 2. If unsuccessful in promoting to Teaching Associate Professor  
24 (this is not considered skipping a rank but a parallel promotion  
25 within the Teaching Professor Ranks), the NTTF Assistant  
26 Professor will be eligible for promotion after completing three  
27 additional years in rank (eligible to apply for promotion in the 4<sup>th</sup>  
28 year).

29 3. The NTTF Assistant Professor who is unsuccessful in promoting  
30 to Teaching Associate Professor two times will no longer be  
31 eligible for promotion to the Teaching Professor ranks.

32 iii. **A Senior Instructor II (SRI-II)** hired prior to September 16, 2021 who  
33 is not eligible to re-title as Teaching Assistant Professor pursuant to  
34 4(c), ii, above, or who elects not to retitle to Teaching Assistant  
35 Professor during the transition period, is eligible to promote to the  
36 Teaching Professor ranks.

37 1. If unsuccessful in promoting to Teaching Assistant Professor,  
38 the SRI-II will be eligible for promotion after completing three

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1 additional years in rank (eligible to apply for promotion in the 4<sup>th</sup>  
2 year).

3 2. The SRI-II who is unsuccessful in promoting to Teaching  
4 Assistant Professor two times will no longer be eligible for  
5 promotion to the Teaching Professor ranks.

6 iv. **A Senior Instructor I (SRI-I)** hired prior to September 16, 2021 is  
7 eligible to promote to the Teaching Professor ranks:

8 1. To be eligible, the member must have been promoted, not hired,  
9 to the rank of SRI-I.

10 2. An SRI-I who is unsuccessful in promoting to Teaching  
11 Assistant Professor retains the right to be considered for  
12 promotion to SRI-II (if they so request). They should be  
13 considered for promotion to SRI-II in the same cycle, with the  
14 same promotion packet, and by the same P&T committee.

15 3. An SRI-I who promotes to SRI-II is eligible to apply for  
16 promotion to Teaching Assistant Professor after completing  
17 three years in rank (eligible to apply for promotion in the 4<sup>th</sup>  
18 year). Following an unsuccessful review to SRI-II, an SRI-I can  
19 re-apply for promotion to SRI-II under the current University and  
20 Department-level guidelines.

21 4. A member who is unsuccessful in promoting to Teaching  
22 Assistant Professor two times is no longer eligible for promotion  
23 to the Teaching Professor ranks.

24 v. **An Instructor** hired prior to September 16, 2021 may apply to promote  
25 to the Teaching Professor ranks.

26 1. An Instructor must promote to SRI-I before being eligible to  
27 promote into the Teaching Professor ranks. To be eligible for  
28 consideration to promote from SRI-I to Teaching Assistant  
29 Professor, they must first complete 3 years in rank as an SRI-I  
30 (eligible to apply for promotion in the 4<sup>th</sup> year).

31 2. Once an Instructor has been promoted to SRI-I, refer to section  
32 5(c), iv above.

33 **6. The Salary of Members Re-Titled or Promoted to New Ranks Will Not Be**  
34 **Less than the Minimum in the New Rank.**

35 a. Members re-titled to the new Teaching Professor ranks will either retain their  
36 current salary or receive the new higher minimum salary.

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2       **b.** Members promoted to the new Teaching Professor ranks shall receive a  
3 salary increase of 8% upon promotion in rank or the minimum for the new  
4 rank, whichever is greater, as stipulated in Article 30, Section 6A of the 2021-  
5 2024 Collective Bargaining Agreement (CBA).

6       **7. For Purposes of Establishing Minimum Salaries, the New Teaching**  
7 **Professor Ranks Shall be Grouped as Follows in Article 30, Section 5 of the**  
8 **CBA.**

9       **a.** Teaching Assistant Professor with Assistant Professor, Assistant Professor of  
10 Practice, Assistant Clinical Professor, and Research Assistant.

11       **b.** Teaching Associate Professor with Associate Professor, Associate Professor  
12 of Practice, Associate Clinical Professor, and Research Associate Professor.

13       **c.** Teaching Professor with Professor, Professor of Practice, Clinical Professor,  
14 and Research Professor.

15       **8. New Teaching Professor Ranks are Applicable in all Academic Departments.**

16       The Office of Academic Affairs (OAA) shall notify departments, within sixty (60)  
17 days of the ratification of this agreement, that they are to revise, and submit to  
18 OAA for approval, their departmental P&T guidelines to include these ranks, and  
19 pathways into these ranks, based on the Departmental P&T template distributed  
20 by OAA. Departments shall be given until April 1, 2023 to submit revised  
21 guidelines. OAA will review and approve revised departmental P&T guidelines, or  
22 provide guidance for further revisions, by August 1, 2023. These requirements  
23 will be communicated in written form by OAA to Department administration, and  
24 by PSU-AAUP to its members, between execution of this agreement and April 1,  
25 2022.

26       This agreement will be effective upon signature and ratification of the parties. This  
27 document will be an addendum to the CBA and language that remains in effect will be  
28 inserted into Article 18 during successor negotiations.

<b><u>For the University</u></b>	<b><u>For the Association</u></b>
<p data-bbox="224 1612 800 1654"><u>Shelly Chabon</u></p> <p data-bbox="224 1654 800 1696">Shelly Chabon, Vice Provost for Academic Personnel</p>	<p data-bbox="873 1612 1442 1654"><u>David Kinsella</u></p> <p data-bbox="873 1654 1442 1696">David Kinsella, Vice President Collective Bargaining</p>
<p data-bbox="423 1713 553 1738">3/22/2022</p> <p data-bbox="293 1759 721 1780">_____</p> <p data-bbox="483 1776 532 1797">Date</p>	<p data-bbox="1068 1713 1198 1738">3/22/2022</p> <p data-bbox="938 1759 1365 1780">_____</p> <p data-bbox="1127 1776 1175 1797">Date</p>

29