DEPARTMENT OF PHYSICAL THERAPY
GUIDELINES AND EXPECTATIONS FOR PROMOTION AND TENURE

Guidelines and Expectations for Tenure with Promotion to Associate Professor

It is the expectation, general practice and intent that a probationary tenure track Assistant Professor who has satisfied the criteria and standards for the conferral of tenure would also satisfy the guidelines and expectations for promotion to Associate Professor.

Research: The general research guidelines and expectations for probationary tenure-track faculty are based upon evidence of an on-going, progressive and inquisitive research profile which culminates in a progressive record of publications.

At the time of tenure review, it is expected that the material submitted will provide evidence of:

- An on-going and progressive profile of independent and productive research at East Carolina University. It is anticipated that collaborative research relationships within and outside this institution will be established as needed to expand the breadth and depth of study and inquiry.

- The annual dissemination of research findings in appropriate venues include but not limited to publication in full length peer reviewed journals, abstracts and presentations at local, state, national and international professional and research meetings. Publication of full-length manuscripts in peer-reviewed research journals is considered to be most important.

- The recognition by peer in the field of study and inquiry.

- A progressive effort to obtain research funding. It is expected that grant efforts would be initiated at the institutional level followed by proposals to local, state and national organizations as defined by opportunities and field of inquiry. It is recommended that faculty (particularly those new to an academic / research appointment) focus initially on establishing themselves as a credible productive investigator in their field of study prior to seeking extramural research funding. It is expected that a progressive record of research productivity and focus would be reflected by favorable grant reviews and an enhanced potential for funding.
**Teaching:** All faculty are expected to maintain a teaching profile that exemplifies an effort to achieve and maintain instructional excellence. It is expected that the successful tenure and promotions candidate would have a record that demonstrates the following:

- Recognition by students and colleagues as an authority in their topics / disciplines.
- Maintenance of a strong understanding of the current state of knowledge and evidence in specialty areas and discipline.
- Consistent or improving Student Opinion Instructional Survey scores (SOIS) that are average or within one standard deviation of the unit mean.

**Service:** All faculty are expected to maintain a service profile that demonstrates an increased participation in administrative service and contribution at department, college and university levels. It is expected that faculty recognize the importance of their responsibilities as professional/academician role models to students, colleagues, university and community at large.

The probationary term record should demonstrate:

- An increased involvement in formal committee assignments with minimal to no assignments during probationary year 01 and progressing to involvement on one or more committees at the university level by year 05.
  - Examples of department service include department meetings and sponsored events, assignments to ad hoc and standing committees, and participation in admissions and program reviews.
  - Examples of committee service opportunities at the College and University levels are:
    - CAHS: Graduate Affairs and Curriculum Committee, Research and Scholarly Activity Committee, Student / Faculty Committee, Faculty Council.
      (for other committees and details go to [http://www.ecu.edu/cs-dhs/ah/facresources.cfm](http://www.ecu.edu/cs-dhs/ah/facresources.cfm))
    - University: Senate and Academic and Appellate Committees. (for details go to [http://www.ecu.edu/cs-acad/fsonline/academiccommittees/committeesmainpage.cfm](http://www.ecu.edu/cs-acad/fsonline/academiccommittees/committeesmainpage.cfm))
- Support of the PT profession at local, state and national levels as appropriate.
Guidelines and Expectations for promotion to the rank of Professor:

At the time of review for promotion to the rank of Professor, candidates must have held the previous rank of Associate Professor and have a minimum of 12 years experience at East Carolina University or equivalent academic institutions. Additionally, it is expected that the material submitted will provide evidence of:

**Research:**
- A consistent profile and publication record of research conducted at East Carolina University.
- A consistent record of the dissemination of research findings in appropriate venues including but not limited to publication of full length manuscripts in peer reviewed journals, publication of abstracts, and presentations at local, state, national, and international professional and research meetings.
- A substantial record of research presentations, symposiums, and related noteworthy invited guest presentations, editorial positions, membership on review boards and other related activities that substantiate the recognition as an authority and expert in the field of study and inquiry.
- Recognition by external reviewers for contributions and as an authority and respected expert in the field.
- PI- or co-PI on a substantial extramural grant or the equivalent in lesser grants.

**Teaching:**

The faculty member should exhibit a record of instructional excellence at previous rank including:

- Recognition by students and colleagues as an authority in their topics/disciplines.
- Maintenance of a strong understanding of the current state of knowledge and evidence in specialty areas and discipline.
- Consistent Student Opinion Instructional Survey scores (SOIS) that are average or above the Unit mean.
A record of contribution and distinction for off-campus instruction particularly those supported and sanctioned by state and national organizations pertinent to the field of study and expertise.

Service:

The faculty member should exhibit an ongoing record of service at previous rank, including:

- Activities that exemplify their effectiveness, abilities and contributions as a member and leader in service at multiple institutional levels.
- Activities that distinguish them for contributions and leadership within relevant organizations at state and national levels.

Procedures for approval and revision of Department Guidelines for Promotion, Tenure and appointment of Fixed Term Faculty

On 11-8-10 a majority of the Department’s permanently tenured faculty voted to approve these Department Guidelines. All amendments or revisions must be dated and approved by a majority of the Department’s permanently tenured faculty.
Guidelines and expectation for appointment of fixed-term faculty

In the Department of Physical Therapy, fixed term clinical or research appointments are available to full-time faculty. The general criteria for Clinical appointments include either a master and/or doctoral clinical degree, recognition as an expert in a PT clinical specialty area and have primarily clinical instructional and/or patient care service responsibilities. The general criteria for Research appointments include a PhD or equivalent research doctoral degree and the ability to conduct independent and collaborative research in an area pertinent to the practice of physical therapy. The following guidelines follow those presented in the CAHS Code (Section IV. F 5a, b)

Clinical Appointments

*Instructor:*

- Evidence of qualities which contribute decidedly to the professional advancement of the well-trained person

- Evidence of a sound educational background and clinical experience for the specific position, including as a minimum the master’s degree or equivalent as established by the faculty of the academic unit and affirmed by the appointing officer

- Evidence of clinical teaching capacity.

*Assistant Professor:*

- Qualifications of the previous title

- Evidence of potential for continued professional growth, which shall be in part measured by clinical and/or didactic teaching effectiveness, and membership and professional activity in professional organizations.
**Associate Professor:**

- Qualifications of the previous title
- Evidence of quality clinical and/or didactic teaching at the university level
- A minimum of 6 years experience in the delivery of clinical services and/or clinical instruction in association with an academic institution
- An ongoing and progressive record of creative scholarship.
- A record of continued participation, leadership and service to the profession

**Professor:**

- Qualifications of the previous title
- An established record of excellence in clinical teaching
- A minimum of 12 years experience in the delivery of clinical services and/or clinical instruction in association with an academic institution
- A record of continued creative scholarship / research pertinent to the profession or recognition of significant service and leadership to the profession.

**Research Appointments**

**Instructor:**

- Evidence of qualities which contribute decidedly to the professional advancement of the well-trained person
- Evidence of a sound educational background and research experience for the specific position, including as a minimum the master’s degree or equivalent as established by the faculty of the academic unit and affirmed by the appointing officer.

**Assistant Professor:**

- Qualifications of the previous title
- Evidence of potential for continued professional growth, which shall be measured by research and creative activities and/or didactic teaching effectiveness.
**Associate professor:**

- Qualifications of the previous title
- An on-going and progressive record of independent and/or collaborative research.
- The annual dissemination of research findings in appropriate venues include but not limited to publication in full length peer reviewed journals, abstracts and presentations at local, state, national and international professional and research meetings.
- The recognition by peer in the field of study and inquiry.
- A progressive effort to obtain research funding.

**Professor:**

- Qualifications of the previous title
- An established record of excellence in research
- A minimum of 12 years of experience in research or in an academic setting
- A consistent profile and publication record of research conducted at East Carolina University.
- A consistent record of the dissemination of research findings in appropriate venues.
- A substantial record of research presentations, symposiums, and related noteworthy invited guest presentations, editorial positions, membership on review boards and other related activities that substantiate the recognition as an authority and expert in the field of study and inquiry.
- PI- or co-PI on a substantial extramural grants or the equivalent in lesser grants.