Procedure Summary

Tenured and tenure-track faculty at Texas A&M University-Corpus Christi (TAMU-CC) have three (3) rank levels: assistant professor, associate professor, and professor. In order to earn each respective rank, faculty members must meet certain requirements and benchmarks. The academic preparation, experience, teaching, scholarship and creative activity, and service expectations are explained for each rank. This procedure should be read in conjunction with university procedure 12.01.99.C0.03, Responsibilities of Faculty Members.

Procedure

1. ASSISTANT PROFESSOR

   This rank is the entry level for a tenure-track position. In addition to fulfilling faculty responsibilities, faculty holding this rank must meet the following qualifications.

   1.1. Academic Preparation. An assistant professor must hold an earned doctorate or equivalent terminal degree.

   1.2. Experience. Some university/college teaching experience or related professional/work experience is preferred.

   1.3. Teaching. An assistant professor shows continuing progress in teaching proficiency by deepening knowledge in their teaching specialty and developing effective instructional strategies and techniques. They are developing the expertise needed to teach their assigned courses by participating in professional development activities. They understand university and college degree requirements and other matters related to academic advisement as well as requirements for graduate study and professional entry into the field.

   1.4. Scholarship and Creative Activity. An assistant professor establishes an agenda in scholarship and creative activity beyond instructional assignments. The agenda of inquiry results in published scholarly works or peer-reviewed products/creative activity at the regional or national level. Areas of accomplishment are appropriate
to the academic discipline as stated in department and college policies.

1.5. Service. An assistant professor participates in service to the college and university through committees, councils, and special projects. They may also participate and lead in professional and community service insofar as the activities relate to their discipline or serve the university mission.

2. ASSOCIATE PROFESSOR

This rank represents maturity, experience, and leadership in the academic profession. In addition to fulfilling faculty responsibilities, faculty holding this rank must meet the following qualifications.

2.1. Academic Preparation. An associate professor must hold an earned doctorate or the equivalent terminal degree.

2.2. Experience. An associate professor usually has at least five (5) years of full-time university faculty experience including at least four (4) years in the rank of assistant professor. Related professional experience may substitute in rare cases.

2.3. Teaching. As associate professor has a broad knowledge of their discipline and an in-depth knowledge in one or more parts of the field. The associate professor is a teacher of proven quality. They may be involved in experimental, innovative teaching. They know degree requirements for academic advisement and career counseling and serve as a mentor.

2.4. Scholarship and Creative Activity. An associate professor continues an agenda of inquiry that has resulted in published scholarly works or peer-reviewed products/creative activity at the regional or national level related to their discipline. Areas of accomplishment are appropriate to the academic discipline as stated in department and college policies.

2.5. Service. As associate professor has begun to assume a position of leadership in the college and university by serving on committees or special projects. They may also participate and lead in professional and community service insofar as the activities relate to their discipline or serve the university mission.

3. PROFESSOR

This is the summit of academic rank, representing a position of leadership in the university. In addition to fulfilling faculty responsibilities, faculty holding this rank must meet the following qualifications.

3.1. Academic Preparation. A professor must hold an earned doctorate or equivalent terminal degree.
3.2. Experience. A professor usually has at least ten (10) years of full-time university faculty experience including at least four (4) years in the rank of associate professor. Related professional experience may substitute in rare cases.

3.3. Teaching. A professor has demonstrated maturity and skill in teaching, a proven record of teaching excellence, and a continued demonstration of interest in improving pedagogical skills. They have assumed leadership in curricular development and issues related to teaching improvement in the discipline. They are thoroughly familiar with university and college degree requirements and other matters related to academic advisement, career development and opportunities, and placement. They are a teacher and adviser to colleagues in this area.

3.4. Scholarship and Creative Activity. A professor has an agenda of inquiry that has resulted in published scholarly works or peer-reviewed products/creative activity at the national or international level and has a demonstrated record of mentoring colleagues in such activities. Areas of accomplishment are appropriate to the academic discipline as stated in department and college policies.

3.5. Service. A professor has assumed a position of leadership and service to the university on committees, councils, and special projects. They may also participate and lead in professional and community service insofar as the activities relate to their discipline or serve the university mission.

4. PROFESSIONAL ACCOMPLISHMENTS EQUIVALENT TO A TERMINAL DEGREE

The tenured faculty of a particular program and the dean of a college may determine that it is in the university’s best interest to appoint and/or promote an individual who has recognized professional achievements and/or experience equivalent to a terminal degree. These professional achievements would be activities that have occurred outside of TAMU-CC. Under such a circumstance, the faculty application for promotion must be accompanied by a written recommendation to the Provost and Vice President for Academic Affairs (Provost) from the dean in consultation with the appropriate faculty. The Provost and the President will consider the recommendation before granting the exception to the academic preparation criteria. Such exceptions should be rare.

Related Statutes, Policies or Requirements

System Policy 12.01, Academic Freedom, Responsibility and Tenure
University Procedure 12.01.99.C0.03, Responsibilities of Faculty Members
University Procedure 12.01.99.C0.04, Descriptions of Teaching, Scholarship and Creative Activity, and Service
University Procedure 33.99.04.C0.02, Promotion of Tenured and Tenure-Track Faculty Members

This procedure supersedes:
**Contact Office**

Contact for interpretation and clarification: Provost and Vice President for Academic Affairs
(361) 825-2722