



POLICY & PROCEDURE DOCUMENT

NUMBER: 1.9900

SECTION: Academic Affairs

TITLE: Pedagogical Track Faculty

DATE: November 29, 2010

I. Scope and Purpose

This document describes procedures for appointment, evaluation, retention, reappointment, promotion, and management of pedagogical faculty. The primary role of pedagogical faculty is to contribute to the instructional mission of WKU.

II. Policy

Pedagogical faculty may be appointed in all disciplines, and in all academic departments.

A. Definitions of Pedagogical Track Faculty Positions

A pedagogical faculty member is a full-time faculty member engaged primarily in instructional activities. The pedagogical faculty member usually possesses an earned doctorate or other terminal degree, or the equivalent. Pedagogical faculty are expected to bring a high level of conceptual and theoretical ideas to their instructional tasks and to have innovative skill sets that enhance the intellectual development of their colleagues and the students with whom they interact.

There are three ranks of pedagogical faculty, parallel to the tenure-track ranks:

Pedagogical Assistant Professor

This is typically a person serving in their initial academic appointment. Like all faculty, they will typically have earned the terminal degree in their field, but this requirement may be replaced by extensive experience in teaching.

Pedagogical Associate Professor

This is typically an individual who has established a high level of pedagogical competence, and an established track record of such excellence.

Pedagogical Professor

This is typically an individual who has had a significant impact on the pedagogical activities of the university, and who has achieved a national or international reputation for such.

B. Roles, Rights, and Responsibilities of Pedagogical Faculty

1. Individual departments may extend to pedagogical faculty the right to vote on department matters, and to participate in department governance. If a department chooses to extend this privilege and duty to pedagogical faculty, they may participate in any standing committee or ad hoc committee within a department, and may serve as chair of these committees. They may serve on committees to assess promotion and tenure within the pedagogical track; however, they may not serve on committees on tenure and promotion for tenure-track or research faculty.
2. Pedagogical faculty may, if permitted by the prevailing Charter of the University Senate, be voting members of the University Senate and serve on University Senate committees.
3. In accepting an appointment to the pedagogical faculty of WKU, an individual commits to continuing professional development in the area of pedagogy within the higher education setting.
4. Pedagogical faculty members also accept responsibility for respecting the rights of students, other faculty, and staff. Pedagogical faculty are expected to maintain honesty and integrity in all professional activities and to adhere to all stated policies and procedures of WKU.
5. Pedagogical faculty will have access to department resources consistent with their role in the department.

II Procedure

A. Appointment

1. The process of creating a pedagogical faculty position shall be initiated by a department head.
2. The appointment procedure shall follow the prevailing methods used for appointment of tenure-track faculty within that department.
3. The appointment letter shall come from the dean, and may be supplemented by a letter from the department head.
4. Pedagogical faculty will generally be appointed to full-time 9-month appointments.
5. The rank of the initial appointment (Pedagogical Assistant Professor; Pedagogical Associate Professor; Pedagogical Professor) shall be based on the stature and accomplishments of the applicant, and shall be determined by the dean, with a recommendation from the department head. The department head should seek the advice of departmental faculty (both tenure-track and pedagogical track) at or above the rank suggested.

B. Evaluation

1. Pedagogical faculty will participate in the annual departmental review process and are eligible to participate in annual salary increase programs.
2. Pedagogical faculty will undergo an annual continuance review during their second to fifth year of service, using the same process as for tenure-track faculty.

C. Tenure and Promotion

1. Pedagogical faculty will be evaluated for tenure no later than the end of the probationary period, following the same review steps and timeline as for tenure-track faculty.
2. Pedagogical faculty may apply for tenure in advance of the end of the probationary period. Failure to earn early tenure will not be considered with prejudice at the time of the mandatory tenure review at the end of the probationary period.
3. Pedagogical faculty may apply for promotion in rank, using the same procedures as for tenure-track faculty. Normally promotion in rank requires at least five years service at the previous rank.
4. Pedagogical-track professors shall have an increase in pay for any promotion equal to 10% of the median current nine-month salary for faculty in the former rank (e.g., use 10% of the median salary for pedagogical assistant professors as the increment associated with promotion from assistant pedagogical professor to associate pedagogical professor).

D. Noncontinuance and Termination

1. A pedagogical professor may be terminated for misconduct
2. A pedagogical professor may be terminated as a result of a noncontinuance action. The rights of appeal of the faculty member are the same as for tenure-track faculty.

E. Transfer to/from Tenure-Track

1. There are no provisions for transfer per se between pedagogical track and tenure-track. Such a transfer will require resignation from one position, and appointment de novo in a position in the other track.
2. A faculty member within one track may apply for a position in the other track but must resign their current position at the point of beginning performance of a position in the other track. A faculty member with tenure who transfers in the pedagogical track by resigning from their tenure-track position may in due course gain tenure in the pedagogical track. The length of the probationary period in such instances should be clearly enunciated in the appointment letter to the pedagogical track.

IV. **Related Policies**

- 1.XYZ; Research Track Faculty

V. **Reason for Revision**