GUIDELINES FOR FACULTY TITLES AND LEVELS OF APPOINTMENT

INTRODUCTION

Unqualified titles can only be given to employees of the Department of Health and SUNY. In order to facilitate promotions of some faculty who have extensive service responsibilities, the Clinical title may be appropriate. The Research title may be used in other circumstances. Adjunct titles are reserved for those faculty who are not members of the Department of Health or School of Public Health (SPH). Those faculty who hold qualified titles may co-mentor doctoral students with unqualified faculty, but may mentor MPH and MS students independently.

UNQUALIFIED TITLES:

Instructor:

An entry level position that will be used principally for faculty who will help to teach courses in the department. Appointees will have at least a bachelor’s degree and sufficient training and/or experience to teach in the specific courses for which the appointment is made.

Assistant Professor:

Appointees will normally have an earned doctoral degree, one or more years of postdoctoral experience, and show promise of excellence in research, teaching and service. Employees of the Department of Health must have the time and facilities to conduct research and participate in the teaching and service components. Exceptions to the requirement for an earned doctorate may be made but will require the demonstration of unusual accomplishment.

Associate Professor:

Appointees will have accomplishments that demonstrate distinctly superior performance in research, teaching and service. The candidate must demonstrate a high level of scholarly productivity and have obtained national recognition for this activity. Scholarly productivity will generally be demonstrated by the publication of research articles in high-quality peer-reviewed journals which result in a significant advance in the appointee’s field. Examples of evidence of national recognition would be competitive research grants, serving as a reviewer for high quality journals, invitations to present at symposia and meetings, and invitations to speak professionally at other institutions and public gatherings, service on study sections. Service to BMS must also be demonstrated through committee activity, teaching and mentoring.
Appointees will have accomplishments that demonstrate sustained excellence in research, teaching and service. The candidate must demonstrate a sustained, high level of excellent scholarly productivity and have obtained national and international recognition for this activity. Sustained scholarly productivity will generally be demonstrated by the publication of research articles in high-quality peer-reviewed journals over a period of years. Cumulatively, these articles should form a body of knowledge that has had a substantial impact on the appointee’s field. Examples of evidence of national and international recognition would be competitive research grants, service on the editorial boards of journals, invitations to present at international symposia and meetings, invitations to speak at other institution and public gatherings, service on study sections. Service to BMS must also be demonstrated through excellence in teaching, committee activity and mentoring.

N.B. If an individual has been holding the rank of unqualified faculty over many years, and is no longer training students or pursuing grant funds, s/he will remain in that position in perpetuity.

QUALIFIED TITLES:
The major change to the “Faculty titles and levels of appointment” is to reclassify DOH Adjunct faculty as Clinical or Research if appropriate. Further discussion is needed on the voting rights of the qualified faculty, but it was agreed that faculty no matter which track, should only vote on peers and candidates of lower rank, and not on those ranks above their own. Whether qualified faculty should be allowed to vote on any unqualified faculty was not decided and is proposed for discussion. It was agreed that qualified faculty should be able to vote on curricula issues. Qualified faculty can independently mentor an MPH or MS student, but require a co-mentor for all doctoral students.

ADJUNCT FACULTY:
Adjunct appointments may be offered to individuals who have full academic qualifications for appointment as Assistant Professor, Associate Professor, and Professor but who ("most often" seems too much of a loophole - was this intended?) are not employees of DOH or SPH. The appropriate level of appointment will be determined by the same criteria used for each of the corresponding unqualified titles.
N.B. when current adjunct faculty who are DOH employees are up for reappointment, they will have the opportunity to request assignment to Research or Clinical track.

CLINICAL FACULTY:
Appointments as Clinical faculty may be offered to individuals who are employees of DOH or SPH and whose professional training, experience, and accomplishments enable them to teach courses and supervise interns in their area of expertise. The appropriate level of appointment will be determined by using the following criteria.
Assistant Clinical Professor:

Appointees must have sufficient training and professional experience to demonstrate promise of excellence in professional practice and teaching. Educational preparation for this appointment will generally consist of an earned doctorate or other professional training such as a Masters of Public Health. Exceptions to the requirement for the doctorate or other professional training may be made, but will require the demonstration of unusual accomplishment in professional practice.

Associate Clinical Professor:

Appointees will have accomplishments that demonstrate distinctly superior performance in professional practice and teaching. Superior performance in professional practice will be demonstrated by significant depth and breadth of professional experience, responsibility, and accomplishment. Evidence may include responsibility for the development and implementation of public health projects, the preparation of internal and external reports, membership on external public health committees, and professional testimony in the legislature or other law-making bodies. Service to BMS must also be demonstrated through committee activity, teaching and mentoring.

Clinical Professor:

Appointees will have accomplishments that demonstrate sustained excellence in professional practice. Excellence in professional practice will be demonstrated by a substantial depth and breadth of professional experience, responsibility, and accomplishment and by national recognition for this activity. Evidence may include primary responsibility for the development and implementation of public health projects, systems, and policies, the preparation of internal and external reports, membership on national or international public health committees, and professional testimony before law-making bodies. Service to BMS must also be demonstrated through committee activity, teaching and mentoring.

RESEARCH FACULTY:

Appointments as Research Assistant Professor, Associate Research Professor, and Research Professor is limited to individuals who are employees of DOH or HRI and who conduct research, possibly in association with the regular faculty or the Department of Health Research, Inc. or the SUNY Research Foundation; although individuals employed by other agencies may be considered. These faculty will, in general, not have primary responsibility for teaching courses but may be called upon to give lectures in their areas of expertise. They may serve as an advisor to a graduate student in association with a regular member of the faculty. They must be nominated by a letter from regular member of the faculty which explains the contribution the candidate will make to the department. The appropriate level of appointment will be determined by the following criteria.
Assistant Research Professor:

Appointees will have an earned doctoral degree, one or more years of postdoctoral experience in association with a regular member of the faculty, and show promise of excellence in research by a record of scholarly accomplishments.

Associate Research Professor:

Appointees will have accomplishments that demonstrate distinctly superior performance in research. The candidate must demonstrate a high level of scholarly productivity and have obtained national recognition for this activity. Scholarly productivity will generally be demonstrated by the publication of research articles in high-quality peer-reviewed journals which result in a significant advance in the appointee’s field. Examples of evidence of national recognition would be competitive research grants, serving as a reviewer for high quality journal, invitation to present at symposia and meetings, and invitations to speak professionally at other institutions and public gatherings. Service to BMS must also be demonstrated through committee activity, teaching and mentoring.

Research Professor:

Appointees will have accomplishments that demonstrate sustained excellence in research. The candidate must demonstrate a sustained, high level of excellent scholarly productivity and have obtained national and international recognition for this activity. Sustained scholarly productivity will generally be demonstrated by the publication of research articles in high-quality peer-reviewed journal over a period of years. Cumulatively, these articles should form a body of knowledge that has had a substantial impact on the appointee’s field. Examples of evidence of national and international recognition would be competitive research grants, service on the editorial boards of journals, invitations to present at international symposia and meetings, invitations to speak at other institutions and public gathering. Service to BMS must also be demonstrated through committee activity, teaching and mentoring.

Note on time at each level:

Length of time spent as Assistant Professor or Assistant Clinical Professor is not a criterion for appointment as or promotion to the Associate level, although several years are generally necessary to achieve the required levels of scholarly accomplishment or professional achievement and responsibility and to demonstrate superior teaching and service.

Similarly, length or time spend at the Associate level in not a criterion for appointment as or promotion to Professor or Clinical Professor, although several years at the Associate level are generally necessary to achieve the required levels of scholarly accomplishment and recognition or professional experience responsibility and accomplishment.