

Professional Practice Track

Appointment/Reappointment/Promotion Criteria

Introductory Statement

The use of the Professional Practice Track for the School of Social Work is designed to enrich the faculty of the School with individuals who have achieved significant professional career experience in social work or a closely allied field of endeavor, broadly recognized accomplishments in a specific or specialized area of policy and practice, a record of community and professional service and a demonstrated capacity to disseminate the knowledge gained to students, faculty and the profession broadly. The Professional Practice Non-Tenure Track Faculty member supplements the Tenure Track Faculty in preparing graduates to practice professionally and enriches the educational experience for students by adding real world practice knowledge and experience to the scholarship and research focus of the Tenure Track Faculty.

Instructor of Professional Practice

Appointment Criteria

The title of Instructor of Professional Practice shall be held by an individual who holds a master's or doctoral degree in social work or an allied discipline and:

- Has a minimum of two years post-master 's practice experience (including clinical, teaching, management, administration, research and/or policy). An MSW from an accredited school of social work is required to teach practice courses. A master's degree in a relevant discipline may be substituted for faculty who do not teach practice courses and an LCSW credential is required for all faculty teaching clinical social work courses ;
- Shows promise and capacity for excellence in teaching;
- Demonstrates capacity for high quality professional productivity and service;
- Shows promise and capacity for leadership within the School of Social Work;
- Shows promise and capacity to contribute to the mission and goals of the school and university; and,
- Is currently engaged in beginning level voluntary community endeavors and/or an appropriate social work membership organization.

Reappointment Criteria

Faculty members **reappointed** to the rank of Instructor of Professional Practice are expected to continue to meet the above criteria and meet the following performance criteria below:

- Contributes to the educational endeavors of the School by the receipt of a consistent pattern of strong student instructional ratings and by participating in the updating of existing courses and/or the development of new ones;
- Demonstrates an expanding record of professional and community productivity and service as evidenced by activities to disseminate knowledge and provide service to the profession and community that may include, but not be limited to, work with service organizations, government agencies and civic groups; presentations at local, state, and national professional conferences and meetings; and, publications in appropriate social work and related media; and
- Demonstrates a strong record of service to the mission and goals of the school and university as evidenced by successful execution of any administrative or managerial duties outlined in their appointment terms; participation in school and university committees and functions; and,
- Receives positive annual service reviews that reflect performance at or above standard for all dimensions.

Promotion Criteria

- For consideration for promotion, candidates must have achieved a record of performance above basic standards in the title of Instructor and meet the appointment criteria for the position of Assistant Professor of Professional Practice as reflected below. They must have served in the rank of Instructor for at least 6 years. The Dean may waive the 6-year requirement under special circumstances.

Assistant Professor of Professional Practice

Appointment Criteria

The title of Assistant Professor of Professional Practice shall be held by an individual who holds a master's or doctoral degree in social work or an allied discipline and:

- Has a minimum of four years post-master's degree practice experience (including clinical, teaching, management, administration, research and/or policy). An MSW from an accredited school of social work is required to teach practice courses. A master's degree in a relevant discipline may be substituted for faculty who do not teach practice courses and an LCSW credential is required for all faculty teaching clinical social work courses;
- Has demonstrated or shows ability for success in teaching. Shows an ongoing effort to develop professional knowledge and teaching ability;
- Has achieved a record of service to voluntary and professional organizations;
- Has developed a specialized knowledge and expertise in a key area of social work policy and practice; and,

- Shows capacity to significantly contribute to the mission and goals of the school and university based on a record of strong professional accomplishments.

Reappointment Criteria

Faculty members reappointed to the rank of Assistant Professor of Professional Practice are expected to continue to meet the above criteria and are also expected to meet the following requirements:

- Contribute to the educational endeavors of the School by activities that include, but are not limited to, the receipt of a consistent pattern of positive student instructional ratings, service as a lead teacher for a specific course offering, and/or participation in the updating of existing courses and the development of new ones;
- Demonstrate a growing record of professional productivity, service and dissemination of knowledge that may include, but not be limited to, work with service organizations, government agencies, and civic groups; presentations at local, state, and national professional conferences and meetings; publications in appropriate social work media; and, service to professional organizations through membership on committees or boards;
- Demonstrate a significant record of service to the mission and goals of the school and university as evidenced by successful execution of administrative or managerial duties outlined in the appointment terms; participation in school and university committees and functions; and,
- Receive positive annual service reviews that reflect performance at or above standard for all established dimensions.

Promotion Criteria

- For consideration for promotion, candidates must have achieved a record of performance above basic standards in the title of Assistant Professor of Professional Practice and meet the appointment criteria for the position of Associate Professor of Professional Practice as reflected below. They must have served in the rank of Assistant Professor for at least 6 years. The Dean may waive the 6-year requirement under special circumstances.

Associate Professor of Professional Practice

Appointment Criteria

The title of Associate Professor of Professional Practice shall be held by an individual who holds a master's or doctoral degree in social work or an allied discipline and:

- Has a minimum of eight years post-MSW practice experience (including clinical, teaching, management, administration, research and/or policy). An MSW from an accredited school of social work is required to teach practice courses. A master's degree in a relevant discipline may be substituted for faculty who do not teach practice courses and an LCSW credential is required for all faculty teaching clinical social work courses;
- Manifest a record of sustained excellence and success in teaching and other contributions to the educational endeavors of a university by demonstrating leadership in the development and

refinement of the curriculum and service as lead teacher for key required and or advanced practice courses;

- Demonstrate a record of sustained exemplary community and professional productivity and service by holding governance level roles in key service and membership organizations;
- Produce evidence of a continuous and expanding level of dissemination of knowledge that may include, but not be limited to, presentations at recognized social work events and publication in appropriate professional journals, textbooks, and professional literature;
- Demonstrate professional competence and achievements in a social work relevant policy and practice area(s) that are recognized by colleagues and the social service community at local and regional levels;
- Reflect a sustained capacity to significantly contribute to the mission and goals of the school and university based on a record of strong professional and administrative accomplishments. Successfully performs in leadership roles in the school, university and higher education; and,
- Demonstrate the ability to support, assist and add value to other faculty in their research, educational and service initiatives.

Reappointment Criteria

Faculty members reappointed to the rank of Associate Professor of Professional Practice are expected to continue to meet the above criteria and are also expected to meet the following requirements:

- Demonstrate a strong and sustained record of excellence in teaching as demonstrated by receipt of a consistently strong student instructional ratings, evaluations and leadership in the development and refinement of the curriculum especially in the area of subject matter expertise;
- Manifest a strong and expanding record of professional productivity, service and dissemination of knowledge that may include, but not be limited to growing leadership roles with service organizations, government agencies, and civic groups; presentations at local, state, and national professional conferences and meetings; publications in peer reviewed or non-peer-reviewed journals; publication of textbooks or chapters in textbooks;
- Reflect evidence of expanding specialized knowledge and expertise in a key area of social work policy and practice that is recognized at a local and regional level;
- Demonstrate a substantial record of service to the mission and goals of the school and university over a prolonged period as evidenced by high quality execution of administrative or managerial duties outlined in the appointment terms and has assumed a leadership role in committees and school initiatives;
- Receive positive annual service reviews that reflect performance at or above standard for all established dimensions; and,

- Work collaboratively and successfully with other faculty and school initiatives relative to education, research and service in a manner that adds significant value and enhances a sense of academic community within the School.

Promotion Criteria

- For consideration for promotion, candidates must have achieved a record of performance above basic standards in the title of Associate Professor of Professional Practice and meet the appointment criteria for the position of Professor of Professional Practice as reflected below. They must have served in the rank of Associate Professor for at least 6 years. The Dean may waive the 6-year requirement under special circumstances.
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Professor of Professional Practice

Appointment Criteria

The title of Professor of Professional Practice shall be held by an individual who holds a master's or doctoral degree in social work or an allied discipline and:

- Has a minimum of 12 years post-master's degree practice experience (including clinical, teaching, management, administration, research and/or policy). An MSW from an accredited school of social work is required to teach practice courses. A master's degree in a relevant discipline may be substituted for faculty who do not teach practice courses, and an LCSW credential is required for all faculty teaching clinical social work courses;
- Shows a record for sustained excellence and success in teaching. Has demonstrated a leadership role in teaching within the school through lead teaching, refinement and improvement of key aspects of the curriculum, development of new courses, and recognized specialty expertise in one or more subject matter areas;
- Has demonstrated a clear record of sustained and exemplary professional productivity and service that may include, but not be limited to, evidence of a continual and superior level of dissemination of knowledge and scholarship including publications in professional journals, textbooks, and professional literature; presentations at national events held by leading social work education, membership and research organizations; recognition of expert stature in the academic, professional and service communities as demonstrated by election or appointment to leadership roles in the governance of state-wide and national social welfare organizations, receipt of individual recognition and awards from community, professional and or membership organizations;
- Shows a sustained capacity to significantly contribute to the mission and goals of a school and university based on a record of exceptional professional and/or administrative accomplishments;
- Has a record of expertise and sustained leadership in a key domain of social work policy and practice that is nationally recognized by peers, media and government; and,

- Has the capacity and interest in supporting and mentoring other faculty and staff in their own educational, research and service endeavors.

Reappointment Criteria

Faculty members reappointed to the rank of Professor of Professional Practice are expected to continue to meet the above criteria and are also expected to meet the following requirements:

- Demonstrate an exceptional and sustained record of excellence in teaching as demonstrated in a consistent pattern of strong student instructional ratings along with the provision of expanding leadership in curriculum development and refinement especially in the area of specialized knowledge and expertise in professional practice of the faculty member;
- Demonstrate a superior stature in the field of social work through an outstanding and sustained record of professional productivity, service and dissemination of knowledge that includes, but is not limited to, assumption of leadership roles in the governance and support of local, state or national service organizations, government agencies, and professional and civic groups; presentations at local, state, and national professional conferences and meetings; publications in peer reviewed or non-peer-reviewed journals; publication of textbooks or chapters in textbooks;
- Achieve an expanded national level recognition and beginning international recognition of expertise in areas of professional practice by colleagues, peer institutions, media and other significant national entities;
- Take on leadership roles in School-wide and/or University-wide activities of significance and achieve successful outcomes;
- Demonstrate the attainment of authoritative knowledge, reputation and substantial record of service to the mission and goals of the school and university over a prolonged period as evidenced by high quality execution of administrative or managerial duties outlined in the appointment terms;
- Receive positive annual service reviews that reflect performance at or above standard for all established dimensions; and,
- Establish a successful record of achievement in mentoring, collaboration and support of other faculty in their educational, research and service activities in a manner that enhances the sense of academic community within the school.

Promotion Criteria

- For consideration for promotion, candidates must have achieved a record of performance above basic standards in the title of Professor of Professional Practice and meet the appointment criteria for the position of Distinguished Professor of Professional Practice as reflected below. They must have served in the rank of Professor for at least 6 years. The Dean may waive the 6-year requirement under special circumstances.

Distinguished Professor of Professional Practice

Appointment Criteria

The appointment criteria for Professor of Professional Practice would be required, along with the following:

- Significant national and international recognition of expertise in areas of policy and professional practice by colleagues, peer institutions, media and other significant national entities;
- Distinguished record of dissemination of knowledge that may include, but not be limited to, research and publication in competitive peer-reviewed professional literature, presentations at prestigious national and international forums and events; contribution as subject matter expert to major national and international media;
- National and international leadership of significant professional and service organizations;
- Demonstration of international regard as a thought leader in area of expertise, and presence and endeavors contribute most positively to the brand of the University;
- Capacity and Interest in supporting and mentoring other faculty; and,
- Evidence of service as a magnet for research endeavors and other investments in the school and/or university.

Reappointment Criteria

Faculty members reappointed to the rank of Distinguished Professor of Professional Practice are expected to continue to meet the above criteria with evidence of continuing achievement, contributions and national and international recognition.

Professional Practice Track

Non-Tenure Track Faculty Portfolio Documentation

- Statement of Professional Practice Philosophy
- Curriculum Vitae
- Written narrative requesting and justifying promotion and summarizing relevant achievements
- Awards, honors, and other recognitions
- Syllabi of courses created, led or taught, and copies of Student Instructional Ratings
- Contributions to the dissemination of knowledge affecting professional practice including but not limited to:
 - Presentation at appropriate conferences seminars, and workshops;
 - Publications in appropriate media;
 - Grants
 - Volunteer work for service organizations, government agencies and civic groups through participation on advisory and/or governance bodies; and,
 - Documentation of contribution to specialized field of service.
- Documentation of above standard performance and accomplishment in any assigned managerial or administrative roles or tasks
- Documentation of service to the school or university through participation and leadership on committees, workgroups and taskforces dealing with school-wide or university-wide issues
- Evidence of growing recognition at local, regional, national or international levels
- Other supportive documentation as relevant

