**The College of Liberal Arts & Sciences**

**Criteria for Promotion of Teaching Professors**

**Department of Physics –** Reviewed and Approved by Budget and Policy Committee 10/12/2024

**The College of Liberal Arts and Sciences** – Reviewed and Approved by the Dean 10/23/2024

**Expectations and Promotion Criteria for Teaching Professors**

**Department of Physics, Arizona State University**

**Definition of position: (ACD505-02)**

As defined by Academic Affairs Manual policy ACD505-02, teaching professors are fixed-term faculty members with responsibilities that may include teaching, service responsibilities, supervising supplemental kinds of student learning, professional development, and/or administrative duties related to teaching.

**1. Expectations at all levels of teaching professor**

The following expectations apply to all teaching professor ranks (Assistant, Associate and Full):

* 1. A record of quality teaching, as evidenced by:
		1. Standard departmental student evaluations, student responses to any other systematic measurement, peer reviews, or other normative instruments used by the department.
		2. Well-developed, up-to-date syllabi and course materials that reflect program goals and requirements
		3. Use of appropriate techniques to assess students’ understanding of course content
	2. Annual performance evaluations at the level of “Satisfactory” or higher, on the departmental scale.
	3. Participation in appropriate departmental-level committees, activities or workshops.
	4. Maintaining regular student office hours and meeting the administrative expectations for instructional staff, including timely responses to requests for course planning and book orders, providing the department with copies of syllabi and course evaluations, etc.
	5. Compliance with unit, college and university policy and procedures, as described in ACD.

**2. Promotion from Assistant Teaching Professor to Associate Teaching Professor**

In addition to the basic expectations for all Teaching Professor ranks (Section 1), candidates for promotion to Associate Teaching Professor are expected to have at least five years of full-time college-level teaching experience or equivalent with at least three years at ASU and demonstrate all items in 2.a below, and at least one item in 2.b below. Candidates may count the year of application toward this eligibility requirement. The strongest candidates will have a PhD (or appropriate terminal degree) and will show a pattern of these activities throughout the candidate’s years in rank.

* 1. **Excellence in teaching, as evidenced by:**
		1. Innovation and breadth of effort, such as new courses taught or developed, variety of courses taught, implementation of appropriate new methods
		2. Annual performance evaluations predominantly at the level of Satisfactory or higher, on the departmental scale.
		3. Continuing professional development through participation in workshops or panels at Department or University levels.
	2. **Additional teaching-related achievements**, as evidenced by:
		1. Award for quality of instruction.
		2. Professional development related to the teaching assignment beyond departmental workshops. For example, participation in University workshops or study groups on teaching methods; disciplinary short courses related to pedagogy, participation in professional conferences on teaching methods.
		3. Course or curricular development or the development of new pedagogies. For example, substantial contributions to textbooks, archival course materials, or online teaching materials that are made available to others; preparing a course for online delivery, development of a new course title.
		4. Substantial contributions to advising or mentoring students. For example, academic advising of undergraduate students, advising/mentoring graduate TAs, supervision of Learning Assistants, peer mentoring, or advising discipline-related student organizations.
		5. Participation in administration and service related to the instructional mission of the Department; for example, management of programs, promoting undergraduate research, diversity or outreach initiatives, participation in department committees dealing with undergraduate instruction.
		6. Leadership in national and local organizations related to physics education. For example, holding leadership roles in professional or community organizations, organizing conferences or workshops, or contributing to efforts aimed at improving teaching and learning in physics education at national and/or local levels.
		7. Obtaining external grants linked to teaching, and/or mentoring activities

**3. Promotion from Associate Teaching Professor to Teaching Professor**

In addition to the basic expectations for all Teaching Professor ranks (Section 1), candidates for promotion to Teaching Professor are expected to have a minimum of seven years of college-level teaching experience and meet all criteria of 2.a above, demonstrate a sustained record of accomplishment in at least three items in 2b above; as well as evidence of a *leadership* role in the administration of instructional activities in the department, such as: coordination of the mentoring and/or training of teaching/learning assistants, faculty and/or other instructional personnel; oversight of curriculum content, textbooks, grading policies and systems, etc. Candidates may count the year of application toward this eligibility requirement. The strongest candidates will have a PhD (or appropriate terminal degree) and will show a pattern of these activities throughout the candidate’s years in rank.