

“At a Glance” Comparison of Non-Tenure-Track Faculty Types at UGA

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Who are the Non-Tenure-Track Faculty at UGA?

https://provost.uga.edu/resources/documents/Faculty_Affairs/Offer_Letter_Templates/Faculty_Ranks_and_Appt_Status_Categories-10.pdf

Career Track	Position Activities and Allocation of Effort
Academic Professional	Usually includes administrative or outreach work. Can include instruction, scholarship, service/outreach, administration. However, teaching <i>plus</i> research <i>must</i> be <i>less</i> than 50% total.
Clinical	Can include instruction, scholarship, service/outreach, administration. May include clinical supervision.
Lecturer	Usually primarily or entirely teaching. Can include instruction, scholarship, service, administration. Some units (e.g., Terry) may include administrative work for Senior/Principal Lecturers.
Librarian	Usually their job-specific “Professional Activities”; promotion focuses on these plus service, research/creative activities.
Public Service	Must be 51% or more service/outreach. Usually role focuses on consultation/technical assistance, training, and/or applied research.
Research Scientist	Usually primarily or entirely research/scholarship. Can include teaching, scholarship, service, administration.
Instructor	Usually teaching only.
Administrative A	Usually administration.
Staff Physician	Job-specific. Some may have instructional responsibilities, esp. with the medical partnership.

Notes:

Professors, Associate Professors, and Assistant Professors are often called “tenure-track” faculty (although there *are* non-tenure-track professors, e.g. “visiting” or “part-time”). They are also called “academic rank” faculty, although this designation *also* includes Instructors, who are not tenure-eligible.

Non-tenure-track faculty are not the same as “adjuncts.” “**Adjunct**” at UGA refers to unpaid affiliates not employed by UGA, and can be for any of UGA’s faculty tracks. <https://provost.uga.edu/policies/academic-affairs-policy-manual/1-04-other-terminology/#p-1-04-7>

“**Part-time**” faculty can include academic rank or any of the above tracks, and are, by definition, non-tenure-eligible.

<https://provost.uga.edu/policies/academic-affairs-policy-manual/1-09-appointment-procedures/#p-1-09-9> As of fall 2021, UGA has 386 part-time faculty, of whom 240 are instructors (there are 30 part-time assistant/associate professors as well).

“**Limited-term**” refers to faculty of any type not under annual contract, typically for a maximum of two years (as opposed to “regular” faculty), and are by definition non-tenure-eligible. <https://provost.uga.edu/policies/academic-affairs-policy-manual/1-04-other-terminology/#p-1-04-3> As of fall 2021, UGA has 72 limited-term faculty (including 20 assistant professors).

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Where are these Faculty at UGA? (Data from Office of Institutional Research, Fall 2021; full-time only)

School/College	Instr.	Principal Lect.	Senior Acad. Prof.	Clinical Professor			Clinical Associate Professor			Librarian IV	Librarian III			Senior Public Service Associate			Senior Research Scientist			ADMN	PHYS		
		Senior Lect. Lecturer	Acad. Professional Acad. Prof. Assoc.	Clinical Assistant Professor	Clinical Instructor	CASOP	CASTP	CINST	Librarian II	Librarian I	Public Service Associate	Public Service Assistant	Public Service Representative	Assoc. Research Scientist	Assistant Research Scien.								
	INST	SLECT	LECT	APS	AP	APA	CPROF	CASOP	CASTP	CINST	LIBR4	LIBR3	LIBR2	LIBR1	SPSA	PSA	PSAS	PSRP	RSCI3	RSCI2	RSCI1		
AGRI & ENV. SCI			2			2					1				43	79	155	12	2	2	13		
ARTS & SCIENCES	28	54	72	20	17	3			2			1				1			8	10	4		
BUSINESS		30	30												1								1
ECOLOGY			4		1										1					1	1		
EDUCATION	2	4	6			1	5	23	14														
ENGINEERING		5	11				2	1	2						1								1
ENVIRONMENT & DESIGN		1	1			1	1																
FAMILY & CONS SCIENCES	1	3	5			1	1	4	1						1	2	1			2			
FORESTRY & NATL RES		1	1		2										2		1		1		3		
GRAD SCHOOL				1																			
JOURN & MASS COMM	1	10	4	1	4		2		1							1				1			
LAW	7					2	1	2	7		3	1	3	2									
PHARMACY			1	3	4	1	6	8	3	2					3	3	1					2	
PUBLIC HEALTH	2	1					1	2	6														
SOCIAL WORK				2	5			1	2												1	1	
SPIA		1	5		1																		
VETERINARY MEDICINE	1	1	1		1		1	13	18	1									3	5	10		
PRESIDENT																							8
PROVOST			1	4	10	1					26	27	10	5									9
VP INSTRUCTION			6	5	3	4																	6
VP PSO															28	35	55					1	1
VP RESEARCH					1	1													12	10	16	1	
VP STUDENT AFFAIRS																							36
VP DEVT & ALUMNI REL																							4
VP FINANCE & ADMIN																							11
VP GOV RELATIONS																							1
VP IT				1																1			2
VP MARK&COMM																							
AU/UGA MED PART						1			2			1											
AUXILIARY																							1
ATHLETICS																							1
Grand Total	42	111	150	37	53	15	19	54	58	3	30	30	13	7	80	121	213	12	27	34	52	82	13

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Guidance on Appointment and Promotion Information:

See links to policy documents at <https://provost.uga.edu/policies/academic-affairs-policy-manual/1-10-promotion-process/> and <https://provost.uga.edu/faculty-affairs/promotion-tenure/>

Career Track	How Many Ranks?	Years in Rank Currently Required for Promotion	Appointment / Promotion Guidelines Last Revised	Maximum Time in Rank	Third-Year Review?	Promotion Routed through...	Raises Upon Promotion?
Academic Professional	3: Academic Prof. Associate; Academic Professional; Senior Academic Professional	5 at Acad. Prof. Associate to become Academic Professional; 5 at Acad. Prof. to become Senior Academic Professional	2018 (complete revision); Must have a <i>Statement of Responsibilities and Expectations</i> and a <i>Unit Definition of Privileges</i> document	No maximum time in rank	Recommended	Unit; Dean/VP; Provost	Not centrally funded, but each unit should establish and allocate consistently
Clinical Faculty (Grady and ENGR use “professor of practice” for clinical)	4: Clinical Instructor; Clinical Assistant Professor; Clinical Associate Professor; Clinical Professor	2 or equivalent to become Clinical Assistant Professor; 4 at Asst. to become Clinical Associate Professor; 5 at Assoc. to become Clinical Professor	2011; but each unit must have own CAPU guidelines	7 years max as Clinical Instructor or as Clinical Assistant Professor; exceptions must get Provost pre-approval for reappointment	Required	CAPU then same as tenure-track	Not centrally funded
Lecturer	3: Lecturer; Senior Lecturer; Principal Lecturer	6 to become Senior Lecturer; 6 to Principal	2021	Must either be promoted or have formal reappointment	Required (as of 2021)	Unit; Dean; VP for Instruction; Provost	Centrally funded since 2015 (FY22 was \$4000 to Senior Lecturer)

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				review after 6 years			
Librarian	4: Librarian (or Archivist) I -II- III- IV	2 total for Librarian II; 5 total for Librarian III; 10 total for Librarian IV	Revised 2018	No (though archivists have 5-year maximum if not ACA certified)	Not required	Library-internal Promotion Committee; University Librarian; Provost	Centrally funded (FY22 was \$2000 to LII; \$3000 to LIII; \$4000 to LIV)
Public Service Faculty	3/4/5: provisional rank of Public Service Professional; (Public Service Representative prior to 2015); Public Service Assistant; Public Service Associate; Senior Public Service Associate	4 at PS Assistant to become PS Associate; 5 at PS Associate to become Senior	Revised every two years by OVPPSO	No maximum time in rank	Not required	Unit; VP for PSO; Provost	Centrally funded (FY22 was \$6000 to PSA and \$7000 to PSA)
Research Scientist	3: Assistant Research Scientist; Associate Research Scientist; Senior Research Scientist	4 at Assistant RS to become Associate; 5 at Associate to become Senior	2009, updated 2018; Must have a <i>Statement of Roles and Responsibilities</i> and a <i>Unit Definition of Privileges</i> document	No maximum time in rank	Recommended	Unit; VP for Research; Provost	Not centrally funded; recommended to follow tenure-track equivalents
Instructor	1 (Instructor); is considered entry-level academic rank, but not tenure-eligible	(no defined promotion rungs)	Included in tenure-track guidelines	7 years maximum as a full-time instructor	Not required	(n/a)	(n/a)

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Administrative A	(typically roles such as Assistant and Associate Vice President, Director, etc.)	(no defined promotion rungs)	Appointment guidelines rev. Fall 2018	(n/a)	Not required	(n/a)	(n/a)
Staff Physician	(may have differing job titles, but only one rank)	(no defined promotion rungs)	(n/a)	(n/a)	Not required	(n/a)	(n/a)

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Guidance on Instructional Information:

Career Track	Can Teach Courses?*	Can Be Graduate Faculty**?	Can Teach First-Year Odyssey Seminars?†	Can Teach GradFIRST Seminars?	Can be Faculty Mentor for CURO Research Courses? ††	Can Teach Honors-Option Courses? †††
Academic Professional	Yes	Yes; 23 (2021)	Excluded, though taught in past	Yes, if Graduate Faculty	Yes	Yes, if signed off by department head
Clinical	Yes	Yes; 90 (2021)	Yes	Yes, if Graduate Faculty	Yes	Excluded
Lecturer	Yes	Yes; 54 (2021)	Excluded, though taught in past	Yes, if Graduate Faculty	Yes	Yes, if signed off by department head
Librarian	Yes	Yes; 1 (2021)	Excluded	Yes, if Graduate Faculty	Yes, if hold terminal research degree	Excluded
Public Service	Yes	Yes; 10 (2021)	Excluded, though taught in past	Yes, if Graduate Faculty	Yes, if hold terminal research degree	Excluded
Research Scientist	Yes	Yes; 82 (2021)	Excluded, though taught in past	Yes, if Graduate Faculty	Yes	Excluded
Instructor	Yes	Yes; 2 (2021)	Excluded	Yes, if Graduate Faculty	Yes, if hold terminal research degree	Yes, if signed off by department head
Administrative A	Yes	Yes; 5 (2021); some also ex officio	Theoretically excluded, though taught in past	Yes, if Graduate Faculty	Yes, if hold terminal research degree	Excluded
Staff Physician	Yes (esp. medical partnership)	None current	Excluded	Yes, if Graduate Faculty	Yes, if hold terminal research degree	Excluded

* Sources: <https://provost.uga.edu/policies/academic-affairs-policy-manual/1-02-teaching-faculty-ranks/> and <https://provost.uga.edu/policies/academic-affairs-policy-manual/1-01-definition/#p-1-01-1>. See details re specific credentials and approvals for instructors of record at <https://provost.uga.edu/policies/academic-affairs-policy-manual/4-07-miscellaneous-course-policies/#p-4-07-13>

** Graduate Faculty status is conferred via the unit/school/college. Source: <https://grad.uga.edu/index.php/faculty-and-staff/graduate-faculty-information/graduate-faculty-bylaws/article-i-the-graduate-program-faculty/> List: <https://oir.uga.edu/data/oper/hcm/faculty/graduateprogramfaculty/>

† Source: Emails from First-Year Odyssey Program office

†† Source: https://curo.uga.edu/students/research_courses.html ; 2020 emails from Dr. Maria Navarro, CURO

††† Source: https://honors.uga.edu/courses/adv/honors_option_cs.html

For guidance on overall allocation of effort for instruction and credit hour production (e.g., # courses/year) see:

<https://provost.uga.edu/policies/academic-affairs-policy-manual/1-07-compensation-and-workload/#p-1-07-8>

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Guidance on Governance:

Best practices from the national literature support full involvement of faculty in any career track in governance at all levels. *“As professionals, non-tenure track faculty should be full participants in the governance process, both in departments and at the broader school or university level... Non-tenure track faculty members need to be given the right to an equal vote, to have a proportional number of members on committees and the faculty senate, and should be included in all matters... with the exception of tenure decisions”* (Kezar, 2012, pp. 8-9).

Governance eligibility should be consistent and transparent, and should also be specified in the **Unit Definition of Privileges** upon hire and promotion (currently required for academic professionals, lecturers, and research scientists).

May Non-Tenure-Track Faculty Serve on University Council?

Yes, all types of non-tenure-track faculty are eligible to serve as members of University Council (UC). Depending on their unit, they may be elected as faculty representatives from their school/college; elected as faculty representatives of units reporting through the Provost’s office or the offices of the vice presidents for instruction, public service and outreach, research, or student affairs, as appropriate. Some administrative A faculty may likewise be ex-officio members by virtue of their role (e.g., vice president for student affairs).

As of Fall 2021, non-tenure-track faculty members are also **eligible** to be elected to the following University Council subcommittees: UC Executive Committee; Committee on Facilities; Committee on Intercollegiate Athletics; Committee on Statutes, Bylaws, and Committees; Committee on Student Life; Curriculum Committee; Faculty Affairs Committee (6 dedicated slots); Faculty/Staff Parking Appeals Committee; Human Resources Committee; Program Review & Assessment Committee; Strategic Planning Committee; University Libraries Committee.

As of Fall 2021, non-tenure-track faculty members are **excluded** from potential service on the following UC subcommittees: Educational Affairs Committee; Faculty Admissions Committee; and Faculty Grievance Committee.

Also not eligible for service on: Faculty Post-Tenure Review Committee; University Promotion and Tenure Appeals Committee.

May Non-Tenure-Track Faculty Participate in School/College Governance?

Typically yes, although the implementation is not consistent university-wide. Thus, for instance, Franklin College’s Faculty Senate includes in its bylaws that Instructors, Lecturers, and Academic Professionals are eligible to be elected to their senate. The College of Education Faculty Senate includes as eligible for election “any faculty member in the College with the exception of administrators.” The Assembly of the College of Family and Consumer Sciences includes “instructors, lecturers, academic professionals and senior public service associates, public service associates, and public service assistants” in the college. The School of Social Work’s faculty bylaws mention academic professionals only. The Grady College faculty bylaws include as voting members “instructors, lecturers and senior lecturers, and academic professionals in the Grady College, and any persons whose permanent faculty designation is in the Grady College.” The CAES Faculty Council allows only “academic or public service rank” faculty. The School of Public and International Affairs defines its faculty as including “full-time instructors, lecturers, and academic professionals,” and they are eligible to election on the SPIA Council. Some schools/colleges may not have an overall governance body, but have

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“advisory committees” to their Dean and/or school-wide faculty meetings and committees (both elected and appointed) that can include non-tenure-track faculty.

May Non-Tenure-Track Faculty Participate in Department/Unit-level Governance and Meetings?

Yes, though this is presently idiosyncratic, with some variability across different units. The only specific situation where UGA’s current guidelines specify that non-tenure-track faculty at any level are **not** considered “eligible voting faculty” is regarding the appointment, promotion, or tenure votes on assistant professors, associate professors, and professors. Many units *do* include their full-time non-tenure-track faculty in departmental discussions about appointment of all new faculty, even if they don’t officially vote on academic-rank appointments.

Faculty of any career track who take part in a unit’s instruction **may** be included in unit/department discussions regarding the curriculum, teaching assignments, etc. Likewise, full-time non-tenure-track faculty may be included as full participants in unit faculty meetings.