

University Committee on Professional-Track Faculty

Annual Report of the Faculty Senate

Submitted on behalf of the committee by Brie Dunn

2023-2024 Committee Members

- Timothy Baker, Darla Moore School of Business (2025)
- Celeste Caulder, College of Pharmacy (2025)
- Brianne Dunn (Chair), College of Pharmacy (2023)
- Graham Duncan, South Caroliniana Library (2023)
- Sean Yee, Mathematics, College of Arts and Sciences (2024)
- Marco Valtorta (UCTP member), Computer Science and Engineering (2023)
- Cheryl Addy (ex-officio), Office of the Provost
- Lisa Hammond (ex-officio), Office of the Provost
- *Kate Chappell, Clinical Associate Professor, College of Nursing served in an advisory role*

During the 2022-2023 academic year, the committee met on the following dates

- Fall Semester: 9/13/2022, 10/10/2022, 10/31/2022 and 11/30/2022
- Spring Semester: 2/15/23, 3/31/2023

Committee Activities to date summarized below relating to each charge:

1) Reviewing and approving college, school, and academic policies regarding professional-track faculty.

Established process and procedures for objective and consistent criteria review by committee members. This included a template for unit feedback to include comments and recommendations in 12 key areas (noted below). By the end of the spring semester, 4 criteria out of ~25 academic units submitted for review (2 provisional approval, 1 returned for revision, 1 in progress). The committee participated in ongoing communication and guidance to units as they incorporated recommendations and modified criteria. In collaboration with the Office of the Provost, the committee reviewed [Professional-Track Faculty webpage](#) text for updates as needed.

- a. Clearly defines areas of concentration needed to promote (research/teaching/service/etc)
- b. Distribution of effort/performance assessment across the areas of concentration clearly defined
- c. Job titles clearly stated with time in rank before promotion clearly defined
- d. Definitions of all PTF job titles used in unit
- e. Expectations that need to be met in each rank in order to promote (how PTF should distribute effort among the areas of concentration)
- f. Detailed listings of examples of “types of evidence” that meets the promotion standards instead of general terminology
- g. Consistency with UofSC terminology, policies, and Faculty Manual
- h. Utilization of external reviewers
- i. Explanation of process for review of candidates and time involved
- j. Addresses both process and criteria
- k. Additional recommendations
- l. Overall, clear explanations and excellent organization

2) Proposing and reviewing university wide policies regarding professional-track faculty.

Proposed faculty manual revisions provided to Faculty Advisory Committee for review to include proposals for 1) voting rights, 2) UCPTF committee and 3) section 2C on Professional-track faculty and related policies. In collaboration with Faculty Advisory Committee, participated in Town Halls during spring semester to discuss proposed faculty manual changes. Proposals came forth to faculty senate in April along with ongoing discussions to solicit feedback from units related to proposals. The committee continues to work on modifying the candidate form to best meet the needs of professional-track faculty as well as finalizing proposed UCPTF Guidelines for units.

3) *Advising the Faculty Senate and the administration regarding issues related to professional-track faculty.*

Ongoing communication with Chair of University Committee on Tenure and Promotions to identify future collaborations, connect needs of both groups of faculty and continue to advance ongoing work related to professional-track faculty.