

New Clinical, Teaching, and Practice Faculty Appointments

January 15, 2025

Currently appointed lecturers and senior lecturers may be considered for Clinical/Teaching/Practice (CTP) faculty positions according to the process described below. A summary of all links embedded in the document is available at the end of the document. See the CTP New Appointment Timetable on [ASC Intranet](#) for relevant due dates.

Context and General Information

In 2021, the College of Arts and Sciences revised its governance documents to include the appointment of Clinical/Teaching/Practice faculty. CTP faculty appointments are fixed-term contracts that do not entail tenure but provide a career path for our best non-tenure track faculty and enhance the ability of the college to attract and retain the most qualified individuals for these positions.

CTP faculty may have the following titles:

- assistant clinical/teaching/professional practice professor of [TIU discipline],
- associate clinical/teaching/professional practice professor of [TIU discipline], and
- clinical/teaching/professional practice professor of [TIU discipline].

The percentage of CTP faculty will not exceed 20% of the total of the tenure-track, CTP, and research faculty in the college ([Faculty Rule 3335-7-03](#)). This total includes faculty appointed at regional campuses. In individual TIUs, the number of CTP faculty will be fewer than the number of tenure-track faculty. Individual departments or schools can choose to set lower limits, to be included in their governance documents.

Appointment, Reappointment, and Promotion

CTP faculty will be appointed to an initial probationary term of 5 years. They should be reviewed annually similarly to tenure-track faculty. During the penultimate year of the appointment, CTP faculty will undergo a mandatory reappointment review. The review of probationary CTP faculty will be conducted similarly to a fourth-year review for tenure track faculty (see [ASC Intranet](#) for in-depth guidance on reappointment review requirements). Reappointments may be for 3-5 years for assistant and associate positions, and 3-8 years for professors.

Promotions are always non-mandatory and there is no set time in rank. Whether CTP faculty are eligible for promotion and the procedures for review and approval of a non-mandatory promotion are established in the unit APT. The college conducts promotion reviews in autumn semester and reappointment reviews in the spring. For this reason, we recommend that units consider whether to conduct a promotion review in the spring semester before the penultimate year of the CTP faculty appointment. This would allow the promotion review and reappointment review to be combined during the autumn promotion and tenure cycle, thereby avoiding duplicative procedures. Otherwise, promotion and reappointment reviews may be conducted separately.

Requirements, Process, and Submission

In order to request CTP faculty appointments, units must have college-approved governance documents that specify the parameters of these positions in all appropriate sections including, but not limited to definitions, voting rights, criteria and procedures for appointment, reappointment, and promotion, annual review, and peer evaluation. Qualifying units should first inform their Divisional Dean (copying ascfacultyaffairs@osu.edu) of their intent to submit requests. Candidates should deliver a job talk to the unit and their appointment should be voted on by the eligible faculty. Following this vote, each unit should complete the [CTP Request Form](#) including information for all proposed candidates. For each individual candidate, units should then prepare the following materials to submit to the college based on the proposed rank of the candidate:

Assistant Professor Appointments

1. Letter of Support from the chair or director including justification for the request (limit 350 words) – Include assurance statement that the faculty have voted to approve inclusion of CTP faculty in the TIU. Discuss how unit priorities are served by filling an appointment at this level at this time. Include relevant specifics about the candidate's situation, goals and contributions, and any retention concerns.
2. Candidate's current CV
3. Candidate's Clinical/Teaching/Practice statement (e.g., teaching philosophy statement)
4. Evidence of clinical/teaching/practice performance (e.g., summarized narrative student comments and or peer reviews) over the last three years or since date of appointment, whichever is most recent
5. Student Evaluation of Instruction Overview Reports dating from AU2018 or date of appointment, whichever is most recent (available via [Blue](#), sample SEI Overview Reports can be seen [here](#))

Associate Professor/Professor Appointments

1. Letter of Support from the chair or director including justification for the request (limit 350 words) – Include assurance that the faculty have voted to approve inclusion of CTP faculty in the TIU. Discuss how unit priorities are served by filling an appointment at this level at this time. Include relevant specifics about the candidate's situation, goals and contributions, and any

retention concerns.

2. Letter of Support from the Committee of the Eligible Faculty, including their vote on the candidate's appointment (limit 350 words)
3. Candidate's current CV
4. Candidate's Clinical/Teaching/Practice statement (e.g., teaching philosophy statement and research statement, if applicable)
5. Evidence of clinical/teaching/practice performance (e.g., narrative student comments and/or peer reviews) over the last three years or since date of appointment, whichever is most recent
6. Student Evaluation of Instruction Overview Reports dating from AU2018 or date of appointment, whichever is most recent (available via [Blue](#), sample SEI Overview Reports can be seen [here](#))
7. Proposals for (full) Professor positions should specify the candidate's record of outward-facing scholarship (e.g., presentations, publications) in the area of the appointment
8. If the unit has chosen the option for scholarship requirements for Associate Professor positions, proposals for these positions should specify the record of outward-facing scholarship (e.g., presentations, publications) in the area of the appointment

Submit one (1) PDF copy of all application materials to the college via your unit's private Teams channel (in the folder labeled CTP Reviews AU2025). Chairs and directors should send the name and email address of the person who will be uploading this material to Toni Calbert at calbert.5@osu.edu. Please direct questions about the CTP application process or assembling materials to Toni Calbert.

HELPFUL LINKS

[ASC Intranet – CTP Faculty Appointments](#)

[ASC Intranet – Promotion, Tenure, and Reappointment Review Resources](#)

[Departmental Governance Documents \(OAA\)](#)

[SEI Reports Resources \(Registrar\)](#)