

GUIDELINES FOR APPOINTMENT OF CLINICAL FACULTY

In addition to the tenure track faculty, the Department of Language, Reading, and Exceptionalities includes a group of clinical faculty members whose primary function is to help graduate students in communication disorders to acquire clinical skills. These individuals provide a vital function in the educational process. The Department of Language, Reading, and Exceptionalities recognizes the essential contributions of clinical track faculty and is committed to a full partnership between academic and clinical faculty. The department makes clinical faculty appointments to best serve programmatic needs by appointing persons whose extensive clinical responsibilities would render appointment to the tenure track inappropriate.

The clinical track is non-tenure-earning; however, it provides for advancement in rank and is comprised of clinical instructor, clinical assistant professor, clinical associate professor, and clinical full professor ranks. The clinical ranks build on the previous rank and encompass the expectations of the previous ranks in the same manner as do tenured ranks. Clinical faculty are appointed to fixed-term contracts on the following graduated schedule: initial appointment of a one-year term, followed by another one-year term, a two-year term, a three-year term, and finally successive three- to five-year terms depending on professional competence, the potential for future contribution of the faculty member, and the needs and resources of the university. All fixed-term faculty members participate in teaching, clinical activities, scholarship, and administrative activities. For reappointment to occur, the faculty member must demonstrate excellence in the area of endeavor for which he/she was initially appointed, and continued funding must be determined to exist. Criteria for performance expectations of clinical faculty are distinct from those of the tenure-track. Evaluation of the clinical faculty member must include at least the results of clinical educator ratings conducted by graduate students enrolled in CD 5564 and CD 5565, and the results of peer conducted evaluations of clinical teaching effectiveness (see *Evaluating Clinical Faculty* document). Annual reviews of clinical faculty are held by the Clinic Coordinator and communicated to the Chair of the Department of Language, Reading, and Exceptionalities.

Candidates for appointment shall be evaluated in accordance with the guidelines outlined in the Faculty Handbook of Appalachian State University and the Guidelines for Tenure and Promotion of the Language, Reading, and Exceptionalities Department. The terms and conditions for all appointments to the clinical faculty shall be consonant with Section 3.4.2.8 of the Faculty Handbook. Specific criteria for appointment of clinical faculty are elaborated below.

I. Clinical Faculty Ranks

Individuals on the clinical faculty are appointed to ranks commensurate to academic faculty ranks with the clinical designator. The levels are determined by educational achievement, clinical service, and clinical education experience, and by demonstrated qualities and professional and scholarly activities. Entry is usually at the Clinical Instructor level, with advancement to subsequent levels contingent upon favorable recommendations and action at the program, department, college, and university levels in accordance with established university policy and procedures. Advancement through the clinical faculty ranks is encouraged, but not mandated.

A. Clinical Instructor

1. The rank of Clinical Instructor is appropriate for one who is appointed to the Clinical Faculty in the Department of Language, Reading, and Exceptionalities, but lacks qualifications for appointment to higher ranks, and who otherwise:
 - a. Holds at least a master's degree in speech-language pathology or audiology from an accredited institution;
 - b. Holds the Certificate of Clinical Competence from the American Speech-Language-Hearing Association and licensure as a speech-language pathologist or audiologist in the State of North Carolina;
 - b. Demonstrates clinical expertise, with at least three years of experience in the provision of clinical services;
 - c. Demonstrates competence in the field and an interest in and capacity for teaching with at least one year of clinical education experience;
 - d. Demonstrates evidence for potential in research or other germane creative activity or professional service to the university and/or to the public;
 - e. Participates in professional organizations; and,
 - f. Demonstrates evidence of interest in the welfare of the program, department, and university.
2. An initial appointment to the rank of Clinical Instructor is for a probationary term of one academic year.

3. Four years is regarded as the typical length of service at the level of Clinical Instructor prior to advancement in rank for those who are qualified.

B. Clinical Assistant Professor

1. The rank of Clinical Assistant Professor is appropriate for a clinical faculty member with at least a master's degree in speech-language pathology or audiology plus advanced clinical education, expertise, or certification specialty, and who otherwise:
 - a. Fulfills the requirements for the previous rank;
 - b. Demonstrates clinical expertise, with at least four years of experience in the provision of clinical services;
 - c. Demonstrates evidence of a strong knowledge base in at least one of the following clinical specialty areas, including clinical education, clinical programming, or clinical service delivery;
 - d. Demonstrates evidence of growth toward outstanding clinical teaching through peer and student evaluations;
 - e. Serves as clinical role model for students and contributes toward improving the clinical experience for students;
 - f. Demonstrates appropriate scholarship, as evidenced by service as a clinical consultant in clinical practice, developing materials pertinent to practice, developing innovative clinical service delivery models, and collaborating with professionals and researchers in clinical problem solving;
 - g. Presents evidence of professional development; and,
 - h. Demonstrates interest in the welfare of the program, department, and university, as evidenced by participation in clinical program activities, service on committees at the departmental and university levels, and advancement of the mission of the clinic and university through community relations.

2. Four to six years is regarded as the typical length of service at the level of Clinical Assistant Professor prior to advancement in rank for those who are qualified.

C. Clinical Associate Professor

1. The rank of Clinical Associate Professor is appropriate for a clinical faculty member with at least a master's degree in speech-language pathology or audiology, plus advanced clinical education, expertise, or certification specialty, and who otherwise:
 - a. Fulfills the requirements for the previous ranks;
 - b. Contributes to the continual improvement of the Communication Disorders Program, through activities such as development of innovative clinical experiences or service delivery models, or development of new clinical teaching materials or modules;
 - c. Establishes a local reputation as an expert in clinical practice and clinical education;
 - d. Assumes a leadership role in improvement of the clinical experience for students and in the integration of clinical and academic educational activities;
 - e. Demonstrates evidence of creative scholarly activity and of continuing productive scholarship, such as implementation of innovative student training and clinical practice programs, presentation of papers at professional conferences, or service as the primary collaborator with professionals and researchers in clinical problem solving; and,
 - g. Demonstrates a leadership role in the program, department, university, or community.
2. Four to six years is regarded as the typical length of service at the level of Clinical Associate Professor prior to advancement in rank for those who are qualified.

D. Clinical Professor

1. The rank of Clinical Professor is appropriate for a clinical faculty member with at least a master's degree in speech-language

pathology or audiology, plus advanced clinical education, expertise, or certification specialty, and who otherwise:

- a. Fulfills the requirements for the previous ranks;
- b. Demonstrates regional prominence as an expert in clinical practice and clinical education;
- c. Demonstrates proven leadership qualities in improvement of the clinical experience for students and in the integration of clinical and academic educational activities;
- d. Demonstrates prominence as a clinical consultant to professional colleagues;
- e. Demonstrates ongoing creative scholarly activities, as evidenced by regular presentation at professional conferences, contributions to public health policy health care initiatives at the state or national level, scholarly writings in professional refereed journals, or action as a member of a research team;
- f. Mentors junior clinical faculty; and,
- g. Demonstrates a leadership role in professional organizations.

II. Documentation for reappointment and request to move a new rank

1. In order to facilitate approval of a person's qualifications and accomplishments for reappointment, the portfolio for review should contain at least the following:
 - a. A cover letter indicating the action requested of the Program and the Department
 - b. A current and complete curriculum vitae
 - c. Teaching and clinical educator evaluations for the years being evaluated
 - d. Department annual evaluations for the years being evaluated

- e. Peer observation evaluations conducted as defined in accordance with the *Evaluating Clinical Faculty* document
 - f. Evidence of effect teaching
 - g. Evidence of scholarly activity
 - h. Letters of support or other pertinent documentation for institutional and professional service
 - i. Any additional documentation that the clinical educator believes is necessary to support past accomplishments
2. There are specific salary increases associated with appointment to the next rank:
- From Clinical Instructor to Clinical Assistant Professor --- \$300
 - From Clinical Assistant Professor to Clinical Associate Professor --- \$600
 - From Clinical Associate Professor to Clinical Professor --- \$800