



**DEPARTMENTAL PROGRAM AND POLICIES
FOR SUPPORTING FACULTY IN MAKING THE RANK TRANSITION
FROM ASSOCIATE PROFESSOR TO PROFESSOR**

Adopted September 2018

Purpose: This policy exists to clarify departmental intentions in providing support to associate professors who want to make the transition to full professor. This policy is meant to be implemented in parallel with policies that support assistant professors in successfully passing midprobationary and tenure review.

Procedures:

1. Providing Information about Resources

Annually, the GES Associate Chair will provide associate professors with comprehensive information about resources offered outside the department that could provide support for advancement in rank. These resources will vary from year to year and may include:

- a. Professional development activities and services provided by university-wide units, such as ADVANCE.
- b. Funding for teaching release semesters offered by the College or other units.
- c. Book completion awards and other competitive funding opportunities.
- d. Professional development opportunities provided by the AAG, such as the department leaders workshop.

2. Providing Funding for Travel and Research

Annually, the department will endeavor to provide a budget line for research and travel funding for all research faculty. In the case of associate professors, this funding will be prioritized to support activities that will help build national and international profiles, networks, and research programs.

Funding priorities will include:

- a. Support for faculty whose research area does not typically attract grant funding, whether for national conferences or research
- b. Attendance at international conferences
- c. Attendance at more than one conference each year
- d. Development and maintenance of nationally and internationally recognized research programs
- e. Engagement in high profile national and international service
- f. Development of research collaboration networks

The Budget Committee will be asked annually to provide meaningful funding for these funding priorities, provided it can be done without reducing the travel and research funding available to assistant professors.

3. Providing Release Time

The department will provide a service-free semester to all Associate Professors, during which the faculty member will be released from departmental service obligations. This is similar to the “junior research semester,” in which a faculty member is released from teaching but maintains responsibility for research and service activities. In this case, the faculty member is released from service but maintains teaching and research responsibilities.

- a. The faculty member will work with the Department Chair to determine the timing of the service release, so that it meets the needs of the faculty member without causing undue burdens on the department as a whole.
- b. Ideally, the service-free semester would be scheduled within 2-3 years of tenure and promotion to the associate professor rank.