San Francisco Campus

CRITERIA FOR NORMAL ADVANCEMENTS IN RANK
PROFESSORIAL SERIES

(Academic Personnel Policy 220-18)

CRITERIA FOR ADVANCEMENT FROM ASSISTANT PROFESSOR

--6, 7 OR 8 years at rank or

--2 years service at Step IV

**Time at Rank:** Academic policy and long practice at the University and this campus have established that any combination of service at Steps I, II, III and/or IV that totals six, seven or eight years at rank shall justify a **normal, on-time** promotion to Associate Professor I.

**Time at Step:** The Academic Personnel manual indicates that "... the normal period of service at a given step in this rank is two years. The first four steps in rank and corresponding salary levels are for normal use. Steps V and VI may be used in exceptional situations and with proper justification."

Therefore, an individual appointed as an Assistant Professor, Step IV, who was performing with the degree of competence and productivity expected of a faculty member at that level, could be proposed by the department for a **normal, on-time** promotion to Associate Professor, Step I, after only two years of service at the rank of Assistant Professor, Step IV. (In fact, should the department wish instead to propose the individual for a merit to Assistant Professor V, the chair's letter would have to include both an explanation of the "exceptional situation" of the case and a "proper justification" for the department's decision to defer her/his normal advancement.)

CRITERIA FOR NORMAL ADVANCEMENT FROM ASSOCIATE PROFESSOR

--6 years at rank or

--2 years service at Step III

**Time at Rank:** Academic policy indicates that "... normal total period of service in the rank of Associate Professor is six years." Therefore, any combination of service at Steps I, II, and/or III that totals six years would justify a proposal for a **normal, on-time** promotion to Professor, Step I.

**Time at Step:** The normal period of service at any one of the first three steps of the rank is two years. Steps IV and V may be used in exceptional situations and with proper justification.

Given this language, anyone who has served two years as Associate Professor III may be proposed for a normal, on-time promotion to Professor I.