Promotion Guidelines | Second Rank

**For Full-time, Fixed-term, or Standing Non-tenure-line faculty**

# Guidelines for Promotion to the Second Rank

A candidate for promotion to Assistant Teaching Professor (for faculty without a terminal degree) or to Associate Teaching Professor (for faculty with a terminal degree) must meet the criteria described below in the areas of teaching; innovation, professional growth, subject matter mastery, scholarship/creative achievement; and service.

Based on a four-point scale (4=excellent; 3=very good; 2=satisfactory; 1=unsatisfactory), the faculty member is expected to achieve one of the following:

* Demonstrate level-4 performance in teaching and at least level-2 performance in the remaining two categories.
* Demonstrate level-3 performance in teaching and in one additional category and demonstrate no less than level-2 performance in the remaining category.

## Rating Scale

* **Excellent (4)**
* **Very Good (3)**
* **Satisfactory (2)**
* **Unsatisfactory (1)**

## The “Slam Dunk” Path to Promotion to the Second Rank

|  |  |  |
| --- | --- | --- |
| Teaching | Innovation, professional growth, subject matter mastery, scholarship/creative achievement | Service |
| Excellent (4) | **Excellent (4)** | **Excellent (4)** |

**Note:** While this is the ideal path, it is more common to have a version of ratings like this listed below.

## Additional Paths to Tenure

|  |  |  |
| --- | --- | --- |
| Teaching | Innovation, professional growth, subject matter mastery, scholarship/creative achievement | Service |
| Excellent (4) | **Satisfactory (2) or Higher** | **Satisfactory (2) or Higher** |
| Very Good (3) | **Very Good (3)** | **Satisfactory (2) or Higher** |
| Very Good (3) | **Satisfactory (2) or Higher** | **Very Good (3)** |

## Resources

* University Policy AC23 Promotion and Tenure Procedures and Regulations: <https://policy.psu.edu/policies/ac23>
* Penn State Altoona Promotion and Tenure Policy: <https://altoona.psu.edu/promotion-tenure>

## Questions?

Penn State Altoona Office of Academic Affairs
814-949-5756