

Policies of the University of North Texas	Chapter 06
6.010 College of Law Renewable Term Faculty Appointments	Faculty Affairs

Policy Statement. The primary purpose of the UNT Dallas College of Law (“College of Law”) is the education of its students in preparation for a career in law. Faculty members must be recruited, retained, and promoted to address the academic goals and the mission of the College of Law. Consistent with its mission and the – ABA Standards and Rules of Procedure for Approval of Law Schools, along with its corresponding Interpretations (“ABA Standards”), full-time, non-tenure track faculty members, including those within the College of Law’s Department of Experiential Education, Department of Academic Success and Bar Readiness, Department of Legal Writing, and Law Library (collectively “COL Renewable Term Faculty”) shall be provided a form of security of position reasonably similar to tenure, and non-compensatory perquisites reasonably similar to those provided to tenured and tenure-track full-time faculty members within the College of Law. All College of Law faculty, including COL Renewable Term Faculty, are governed by the Academic Freedom and Responsibility policy, which is set forth in Section 6.001 of the University of North Texas at Dallas Policy Manual (“UNT Dallas Policy”).

COL Renewable Term Faculty participate in service to the College of Law. The College of Law By-Laws state that COL Renewable Term Faculty are eligible to (i) serve on committees, as members or chairs, and (ii) vote in all matters except the hire of, promotion of, or recommendation of tenure for tenure-track or tenured faculty.

Application of Policy. This policy applies only to UNT Dallas College of Law (COL) Renewable Term Faculty.

Definitions.

1. **COL Renewable Term Faculty.** “COL Renewable Term Faculty” means full-time, non-tenure-track faculty members in Experiential Education, Academic Success and Bar Readiness, Legal Writing, and the Law Library. These faculty have the following titles: Professor of Practice Experiential Education, Professor of Practice Academic Success and Bar Readiness, Professor of Practice Legal Writing, and Professor of Practice Law Library. These faculty are referred to in this policy as Professor of Practice or Senior Professor of Practice.
2. **Professor of Practice.** “Professor of Practice” is an appointment for a fixed term for COL Renewable Term Faculty members who have a particular expertise in a given area based on experience and education. These faculty members engage in service and teaching or supervising students in academic, clinical, or field settings to meet the instructional needs of the College of Law and the accreditation standards of the ABA.

3. Senior Professor of Practice. “Senior Professor of Practice” is an appointment for a fixed term for a COL Renewable Term Faculty member who has served as a Professor of Practice at the College of Law for at least five (5) consecutive years. These faculty members engage in service and teaching or supervising students in academic, clinical, or field settings to meet the instructional needs of the College of Law and the accreditation standards of the ABA Standards.
4. Dean. The term “Dean” as used in this policy refers only to the Dean of the College of Law.
5. Provost. The term “Provost” as used in this policy refers only to the Provost of UNT Dallas.
6. Criteria. “Criteria” are the criteria for teaching and service set out in UNT Dallas College of Law Tenure Definitions and Criteria. The portions of the Criteria that address scholarship do not apply to Renewable Term Faculty.

Procedures and Responsibilities.

1. Professor of Practice Procedures.
 - a. Tenure eligibility. COL Renewable Term Faculty are not eligible for tenure in this rank. However, they are eligible to apply for tenure-track or tenured positions, but the terms served in positions covered by this policy are not counted towards tenure, as defined in UNT Dallas Policy Section 6.009.
 - b. Recruiting and Hiring. Recruiting and hiring practices will be conducted in accordance with the practices described in UNT Dallas Policy Section 6.002 and Section 4.6.C of the College of Law By-Laws.
 - c. Initial Appointment. The initial appointment as a Professor of Practice will be for a one-year term. The appointment may be renewed for a subsequent one-year term based on the needs of the College of Law and conditioned on satisfactory performance as determined by the Dean’s annual evaluation and pursuant to UNT Dallas Policy. The Criteria will be provided to each Renewable Term Faculty member at the time of their initial appointment.
 - d. Performance Evaluations. All performance evaluations required by this policy, whether conducted by the Dean or the College of Law Retention, Promotion and Tenure Committee (RPTC), will be conducted using the Criteria.
 - e. Subsequent Three-Year Appointment. If the Professor of Practice completes two successive one-year appointments, he or she shall be eligible to receive a three-year appointment conditioned on the needs of the College of Law and satisfactory performance as determined by the Dean’s annual evaluations and pursuant to UNT Dallas Policy.
 - f. Presumptively-Renewable Five-Year Appointment. If the Professor of Practice completes a three-year appointment, they are eligible to receive a presumptively-renewable five-year

appointment (“Five-Year Appointment”), which is conditioned on the needs of the College of Law and satisfactory performance as determined by the Dean’s annual evaluations.

- i. Process. In the second year of their Three-Year Appointment, a subcommittee designated by the RPTC, which shall include the Professor of Practice’s direct supervisor, a COL Renewable Term Faculty member, and two members of the RPTC, will review the faculty member’s annual evaluations in accordance with UNT Dallas Policy 6.008 and the Criteria to determine whether the faculty member’s performance has been satisfactory and whether a Five-Year Appointment should be recommended. After review of the records, the subcommittee will make a recommendation to the Dean, who shall make a recommendation to the UNT Dallas Provost. The UNT Dallas Provost will decide whether to approve or deny the Five-Year Appointment and will notify the dean and faculty member of the decision.
 - ii. Denial of Five-Year Appointment. If the faculty member is denied a Five-Year Appointment, the following year shall be the Professor’s terminal year. The denial of a Five-Year Appointment may be grieved in accordance with UNT Dallas Policy Section 6.017.
- g. Promotion to Senior Professor of Practice.
- i. Application. Upon request, the chair of College of Law Retention, Promotion, and Tenure Committee (“RPTC”) will provide the applicable COL guidelines to an applicant seeking to apply for promotion from Professor of Practice to Senior Professor of Practice. The applicant will then submit an application for promotion, along with their promotion dossier, to the RPTC for review and recommendation within their fifth year as a Professor of Practice, or at any time thereafter.
 - ii. A promotion dossier should include the following:
 - a) Curriculum Vitae;
 - b) Personal Narrative (candidate “makes the case” for promotion);
 - c) Annual Performance Evaluations;
 - d) Teaching Information;
 - 1) Comments about courses taught, experiences, grading, etc.;

- 2) Statement of teaching philosophy;
- 3) Course syllabi for each course (only one per course, if taught more than once);
 - i. Student evaluations for all classes taught;
 - ii. Sample quiz, exams, projects;
 - iii. Peer evaluations;
- e) Service
 - 1) List of and description of service activities.
 - f) Other items that the applicant desires to include.
- iii. Process. Upon receipt of the Promotion Materials, the RPTC will form a subcommittee consisting of the applicant's direct supervisor, a COL Renewable Term Faculty member, and two members of RPTC (the "Promotion Subcommittee"). The Promotion Subcommittee will review the applicant's Promotion Materials and evaluate the applicant's performance in the areas of teaching and service. The Promotion Subcommittee will determine whether the applicant has achieved excellence in teaching and service as defined in the Criteria and make a recommendation to the Dean regarding the applicant's promotion. The Dean will review the applicant's Promotion Materials and the recommendation of the Promotion Subcommittee. The Dean will make a recommendation to the Provost regarding the applicant's promotion. The Provost will review the Dean's recommendation and will grant or deny the promotion and notify the dean and the applicant of the decision.
- iv. Denial of Promotion. A denial of promotion to Senior Professor of Practice will not result in termination of the applicant who was denied the promotion and shall have no impact on the presumption of renewability of the applicant's Five-Year Appointment as Professor of Practice. A denial of promotion may be grieved in accordance with UNT Dallas Policy Section 6.017.
- h. Termination of Renewable Term Faculty. The appointment of renewable term faculty may be terminated at any time:
 - i. For good cause as set forth in the UNTD Faculty Discipline and Termination Policy No. 6.011;
 - ii. Based on unsatisfactory performance as determined by the Dean's annual evaluations and pursuant to UNT Dallas Policy; or

- iii. Based on the termination or substantial reduction of the department or program in which the faculty member has served. In this latter instance, if the appointment is terminated, the following year shall be the faculty member’s terminal year; however, the College of Law will endeavor to afford the faculty member a similar or comparable position within the College of Law. Because the department or program was terminated or substantially reduced through no fault of the faculty member, the termination shall not have any negative or adverse inference for future hiring consideration at the College of Law or UNT Dallas.
- iv. Termination may be grieved in accordance with UNT Dallas Policy Section 6.017

References and Cross-references.

UNT Dallas Policy [6.001 Academic Freedom and Responsibility](#)
 UNT Dallas Policy [6.009 Tenure and Promotion Review](#)
 UNT Dallas College of Law Tenure Definitions and Criteria
 UNT Dallas Policy [6.002 Faculty Appointments -- Full Time](#)
 UNT Dallas College of Law By-Laws
 UNT Dallas Policy 6.008 Merit Evaluation of Faculty
 UNT Dallas Policy Section 6.017 Faculty Grievance
 UNT System Board of Regents Rule 06.300

Forms and Tools.

Responsible Office:	Office of the Provost
Responsible Officer:	Dean of the College of Law
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