INSTRUCTIONAL ASSISTANT PROFESSOR
Instructional Assistant Professors are non-tenure track faculty who aspire to provide greater contributions to the educational mission of the University beyond exceptional teaching. The candidate must have significant teaching experience and/or a regional or national reputation as a practitioner in field of biology. Individuals holding this rank are expected to have an advanced degree in biology or related field, carry a full teaching load, demonstrate discipline-related scholarly activity, and provide service commensurate with other faculty within the Biology Department. Original research is optional. Individuals holding this position shall have voting rights of faculty within the Department with the exception of decisions concerning tenure and tenure-track appointments.

INSTRUCTIONAL ASSOCIATE PROFESSOR
Candidates for Instructional Associate Professor are promoted from the rank of Instructional Assistant Professor, and must have demonstrated excellence in teaching, and have made significant contributions to the broader educational and/or research missions of the University. The candidate must have established a regional and/or national reputation in an area of specialization related to biology teaching, research, and/or service.

INSTRUCTIONAL PROFESSOR
Candidates for Instructional Professor are promoted from the rank of Instructional Associate Professor and have not only excelled in teaching at Texas A&M University, but have also made significant contributions to biology research and/or biology education nationally. Faculty in this rank will have demonstrated the development of enhanced biological education opportunities. The significance and distinction of their scholarly achievements should place such faculty members at the national forefront, based on activities in research, education, and service. The faculty member should be a leader in the academic affairs of the University, and should have demonstrated significant accomplishments in areas that advance the mission of the University. Involvement in obtaining funded research grants and other means by which scholarly and creative contributions, as assessed by peers outside of Texas A&M University are also important for consideration for promotion to this rank.

PROMOTION AND REVIEW
For consideration for the position of Instructional Assistant Professor, or promotion to Instructional Associate Professor or Instructional Professor, the candidate must provide a current curriculum vitae, and a written statement (up to 3 pages in length) to the Annual Review Committee Chair that describes major accomplishments in teaching, scholarly activities, and service, and a list of up to 5 potential internal and external reviewers. The statement is to include a description of how the candidate has contributed, and will continue to contribute, to the broader educational mission of the University in areas that extend beyond classroom instruction. Instructors on the academic professional track are nominated for promotion by the Biology Department, or they may place themselves under review for promotion after consultation with the Department Head.

Appointment to the position of Instructional Assistant Professor, Instructional Associate
Professor, and Instructional Professor requires the recommendation by vote of faculty members holding the rank being sought or higher, approval of the Department Head and the Dean, and confirmation by the Associate Provost and Dean of Faculties. Faculty are reviewed annually, and their continuation in this position and the level of support for their programs will be evaluated. As a non-tenure track position, a faculty member appointed to the rank of Instructional Assistant Professor, Instructional Associate Professor, or Instructional Professor, shall be provided with a one-year notice if it is the Department's intent not to renew the appointment (in accordance with System Policy 12.01 and University Rule 12.01.99M2).

Below are examples of indicators of merit for promotion. Some, but not all, of these criteria must be met for consideration for promotion.

Teaching (includes classroom instruction, academic advising, supervision of undergraduate and graduate research, and mentoring)

*Indicators of Merit – For Promotion to Instructional Associate Professor*
1. Effective teaching performance, as evidenced by peer evaluation, student satisfaction, and student outcomes, such as selection for a college or departmental outstanding teaching award.
2. Development of effective pedagogical methods and materials, as evidenced by peer evaluation, assessment, student satisfaction, and student outcomes.
3. Development of new courses, or major revision of existing courses, competitive internal grant support for teaching/learning projects.
4. Evidence of high quality in class preparation, interaction, and accomplishments.
5. Effectively coordinating a multi-section course.
6. Participation in graduate student TA training and education.
7. Participation in University Honors and/or other programs for mentoring the professional development of students and/or faculty, including participation in the Center for Teaching Excellence.

*Indicators of Outstanding Merit – For Promotion to Instructional Professor*
1. Outstanding teaching performance, as evidenced by peer evaluation, student satisfaction, and student outcomes.
2. Selection for a university or professional society outstanding teaching award.
3. Evidence of courses taught at a rigorous and challenging level.
4. Publication of widely adopted or acclaimed instructional material, developing a new course that fills an identified need in the curriculum, receiving external grant support for teaching/learning projects, invitation to teach at domestic or international institution of recognized excellence.
5. Significantly contributing to the professional development of students or faculty.
6. Development and leadership in graduate student TA training and education.

Scholarly Activities (includes biology education research, and all other forms of peer reviewed and communicated scholarship)
Indicators of Outstanding Merit – For promotion to Instructional Associate Professor
1. Publication of curriculum materials.
2. Editing a reputable scholarly book.
3. Service as a reviewer for textbooks, multimedia products, journals, or as an ad hoc reviewer for national organizations.
4. Presentation of papers at local and national meetings in biology
5. Significant self-development activities that lead to increased education research in biology

Indicators of Outstanding Merit – For promotion to Instructional Professor
1. Scholarly publications of research and/or teaching in refereed journals.
2. Receiving major fellowships or awards in biology education.
3. Publication of scholarly book(s) and textbooks by reputable publisher(s).
4. Serving as editor or member of editorial board of a major reputable biology education journal.
5. Serving as a member of a review panel for a national organization.
6. Presentation of invited papers at international and national meetings.
7. Chairing symposia at international and national meetings.
8. Receiving significant external peer-reviewed funding for education research in biology.
9. Significant publication and/or funding resulting from collaborative efforts with researcher in other fields where the faculty member occupies a substantial role in education research in the discipline.
10. Publications in refereed journals resulting from collaborative efforts with researchers in other fields or publications in non-refereed but widely recognized journals.

Service (includes outreach, service to the Department, and professional service)

Indicators of Outstanding Merit – For promotion to Instructional Associate Professor
1. Serving on university, college, and department committees and task forces
2. Being an advisor to student organizations.
3. Participation in outreach activities at the Department, College and University levels.
4. Evidence of professional service to the local community and public at large.
5. Participation in the obtaining and running of major grants for K-16 education enhancement initiatives.
6. Being active in national or international professional organizations.
7. Being an officer/program chair in regional or state professional organizations.
8. Serving as an active member and/or officer of a subcommittee of the Faculty Senate.

Indicators of Outstanding Merit – For promotion to Instructional Professor
1. Serving an administrative leadership role within the University.
2. Serving as program chair, or similar, at a national or international meeting.
3. Serving as an officer in the Faculty Senate
4. Chairing a standing or ad hoc university committee.
5. Evidence of excellence in professional service to the local community and public at large.
6. Obtaining and managing major grants for K-16 education enhancement initiatives.
7. Leading major community outreach initiatives within the University to the community, including K-12 involvement.
8. Being an officer or committee chair in a national or international professional organization.
9. Serving on a major governmental commission, task force, or board.
10. Awards for service (university and national)