**Research Faculty Appointments AA/PPS No. 04.01.21**

**Issue No. 3**

**Effective Date: 06/16/2023  
 Next Review Date:10/01/2028 (E5Y)**

**Sr. Reviewer: Associate Provost**

**POLICY STATEMENT**

*Texas State University is committed to recruiting and retaining faculty primarily engaged in the research, scholarly, and creative mission of the university.*

1. **PURPOSE**

* 1. The research faculty appointment is aligned with Texas State University’s commitment to enhancing its capacity and productivity with research, scholarly, and creative contributions. The research faculty appointment may provide a route for individuals who are entering higher education from careers in private, industrial, government, or other research environments. This appointment is reserved for individuals with aptitude, experience, and/or accomplishments with competitively funded research programs and research, scholarly, and/or creative contributions that complement and enhance the goals of Texas State. The primary expectation of research faculty is in research, scholarly, and/or creative activities.
  2. Research faculty members make a unique contribution to the mission of the university through the development of externally sponsored programs, management of large-scale research programs, supervision and mentoring of research teams, sustained and impactful peer-reviewed contributions, and/or other research-related activities. Research faculty may be drawn from a variety of backgrounds and disciplines.

01.03 This policy establishes the appropriate rank and title for individuals who participate in programs that emphasize research and external funding. Research faculty may also participate in other activities that support the university’s research mission, including mentoring and collaborating with other faculty, students, staff in research endeavors. Teaching activities are limited to one organized course per semester.

01.04 Research faculty positions are supported by extramural funds, which include salaries and benefits.

**02. ACADEMIC RANKS AND TITLES**

**02.01 The academic ranks and related titles in research faculty appointments will be:**

**a. research assistant professor;**

**b. research associate professor; and**

**c. research professor.**

02.02 This series of ranks is established so that the university can recruit and retain individuals who are nationally recognized researchers and those who show promise for developing research programs that enhance research growth areas selected by Texas State. The series also provides the opportunity for research faculty to seek advancement and promotion.

**03. PROCEDURES FOR HIRING AND APPOINTMENT**

03.01 Search and hiring procedures for research faculty appointments are described in [AA/PPS No. 04.01.01](https://policies.txstate.edu/division-policies/academic-affairs/04-01-01.html), Faculty Hiring.

03.02 Research faculty may be appointed at any academic rank if the faculty member fulfills the requirements. All appointments will recognize the individual's professional background and contributions, as well as the potential to develop and support a competitively funded research program and sustained and impactful peer-reviewed contributions.

03.03 A faculty member on appointment as research faculty is eligible for all benefits except tenure.

03.04 Research faculty appointments are annual appointments subject to annual performance and reappointment review, continuity of funding, and university need.

a. A research assistant professor, research associate professor, or research professor may be appointed for a term not to exceed five years or, if for a lesser period, the time period specified, subject to annual reappointment review.

b. A faculty member may be reappointed in the research track for one or more additional terms, contingent on satisfactory performance review, continuity of funding, and university need.

03.05 Research faculty may be appointed to graduate faculty status by following the same guidelines and processes used for faculty in a particular department or discipline, per [AA/PPS No. 04.01.30](http://policies.txstate.edu/division-policies/academic-affairs/04-01-30.html), Nomination and Evaluation Procedures for Graduate Faculty.

03.06 If a current research faculty member at Texas State pursues a tenure-track appointment at Texas State, years of service in the research role will not be considered in the determination of the initial rank of appointment and probationary period for tenure or promotion purposes. If a current tenure-track faculty member at Texas State pursues a research appointment, years of service in the tenure-track role will not be considered in the determination of the initial rank of appointment or eligibility for promotion.

**04. PROCEDURES FOR RANKINGS UPON INITIAL APPOINTMENT**

04.01 Research Assistant Professor – Initial appointment to the rank of research assistant professor may be extended to an individual with the following qualifications:

a. has completed a professional credential (e.g., Ph.D.) relevant to the discipline;

b. demonstrates research competence in the discipline;

c. documents contributions in a research area and exhibits the potential for significant professional growth; and

d. engages in peer-reviewed research, scholarly, and/or creative activities through participation in grant projects, journal articles, professional presentations, workshops, reports, publications, and/or other peer-reviewed contributions appropriate to the discipline.

04.02 Research Associate Professor – Initial appointment to the rank of research associate professor may be extended to an individual with the following qualifications:

a. has completed a professional credential (e.g., Ph.D.) relevant to the discipline;

b. demonstrates research competence in the discipline;

c. documents contributions in a research area and exhibits the potential for continued significant professional growth;

d. documents more than five years of independent and competitively funded research experience beyond the terminal degree;

e. engages in sustained and impactful peer-reviewed research, scholarly, and/or creative activities through grant submissions, journal articles, professional presentations, workshops, reports, publications, and/or other peer-reviewed contributions appropriate to the discipline; and

f. demonstrates leadership in relevant professional organizations and opportunities.

04.03 Research Professor – Initial appointment to the rank of research professor may be extended to an individual with the following qualifications:

a. has completed a professional credential (e.g., Ph.D.) relevant to the discipline;

b. demonstrates research competence in the discipline;

c. documents contributions in a research area and exhibits the potential for continued significant professional growth;

d. documents more than 10 years of independent and competitively funded research experience beyond the terminal degree;

e. engages in sustained and impactful peer-reviewed research, scholarly, and/or creative activities through grant submissions, journal articles, professional presentations, workshops, reports, publications, and/or peer-reviewed contributions appropriate to the discipline;

f. demonstrates leadership in relevant professional organizations and opportunities; and

g. documents recognition by peers for professional contributions (e.g., awards, special appointments).

**05. PROCEDURES FOR PERFORMANCE EVALUATION**

05.01 Appointees as research faculty are subject to annual performance review (see [AA/PPS No. 04.02.10](http://policies.txstate.edu/division-policies/academic-affairs/04-02-10.html), Performance Evaluation of Continuing Faculty and Post-Tenure Review).

05.02 Two areas of activity are important in the annual performance review of research faculty:

a. initiating and developing new research activities and grant proposals, effectively fulfilling the terms of sponsored projects, creating and managing research teams, including engaging and mentoring students and others, and successfully securing external funds to support their research efforts; and

b. making peer-reviewed contributions, including journal articles, professional presentations, workshops, reports, performances, exhibitions, and/or other peer-reviewed research, scholarly, or creative contributions appropriate to the discipline.

05.03 As applicable, each department or school will develop a policy for the annual review and reappointment of research faculty. The policy should specify the level of performance expected and clarify the requirements for documenting performance in the two areas of activity. Workload assignments for research faculty should align with the performance expectations.

## **06. PROCEDURES FOR PROMOTION REVIEWS**

06.01 Procedures for promotion to academic ranks for research faculty are described in [AA/PPS No. 04.02.20](http://policies.txstate.edu/division-policies/academic-affairs/04-02-20.html), Tenure and Promotion Review.

06.02 Two areas of activity are important in the evaluation of individuals for promotion in the research faculty track:

a. success in securing external funds, fulfilling the terms of sponsored projects, and managing research teams to support their research efforts; and

b. sustained and impactful peer-reviewed contributions, such as journal articles, professional presentations, workshops, reports, performances, exhibitions, and/or other peer-reviewed research, scholarly, or creative contributions appropriate to the discipline.

## 06.03 As applicable, each department or school will develop a policy for the promotion of research faculty. The policy should specify the level of performance expected and clarify the requirements for documenting performance in the two areas of activity. Workload assignments for research faculty should align with the performance expectations.

06.04 Typically, research faculty spend five years in rank before being eligible for promotion. The year in which the promotion is reviewed will count as one of the years in rank. For promotion, time in rank is based on time spent in the research faculty title.

**07. REVIEWER OF THIS PPS**

**07.01 Reviewer of this PPS includes the following:**

**Position Date**

**Associate Provost** **October 1 E5Y**

**08. CERTIFICATION STATEMENT**

This PPS has been approved by the following individuals in their official capacities and represents Texas State Academic Affairs policy and procedure from the date of this document until superseded.

Associate Provost; senior reviewer of this PPS

Provost and Executive Vice President for Academic Affairs