



Ohio Administrative Code

Rule 3357:15-14-05 Faculty rank and promotion.

Effective: [May 25, 2026](#)

The college uses the faculty ranks of instructor, assistant professor, associate professor and full professor. Any rank beyond instructor is recommended by the advancement-in-rank committee, accepted by the provost and president, and then confirmed by the board of trustees. The decision to promote is made with careful consideration of degrees attained, teaching and teaching-related activities, professional development and scholarly accomplishments, service to the college and community, and performance evaluations.

- (A) Promotion referral document: The procedures outlined in the advancement-in-rank process for the candidate and the operating guidelines for the advancement-in-rank process will be followed to consider promotion. If denied advancement, the candidate may submit a written letter of appeal to the provost and chief academic officer within fourteen calendar days. The letter must specifically reference which part of the advancement in rank process or operating guidelines was not followed or was misinterpreted or misapplied.
- (B) Rank and promotion: Upon hire, the president has the discretion of placing an individual with exceptional ability into any faculty rank. All previous teaching experience and related industrial or business experience are considered.
- (C) Exceptional promotions: In rare and unusual circumstances, the president may recommend to the board of trustees, for its immediate consideration, a promotion in rank for a faculty member. Under unusual circumstances, candidates must have served at least five years as an instructor, assistant professor, or associate professor, including the year promotion is considered. Performance reviews must show evidence of exemplary work over these five years. There should be evidence that the individual's efforts and judgment are held in high regard. Exceptions can occur when there is evidence of extraordinary productivity, achievements, or professional recognition. It is the desire and purpose for the president and board of trustees to use the powers outlined here only in cases of the utmost necessity when failure to use such powers would adversely affect the interests of the college.