

## **Appointment and Promotion: APM - 278 - Health Sciences Clinical Professor Series**

### **278-0 Policy**

The Health Sciences Clinical Professor series is designed to meet the University's mission in ways that are unique to the health sciences disciplines through teaching, professional activity, scholarly or creative activity, and University and public service. Health Sciences Clinical Professor series faculty make substantial contributions to the University through excellence in teaching, clinical expertise, scholarly or creative achievement, and engagement in service.

### **278-4 Definition**

Faculty in the Health Sciences Clinical Professor series teach the application of basic sciences, the mastery of clinical procedures, and other health science topics to students, postdoctoral scholars, fellows, interns, residents, and other clinicians in all academic disciplines concerned with patient care, including dentistry, medicine, nursing, optometry, pharmacy, physician assistant studies, psychology, veterinary medicine, the allied health professions, and other health care professions. Health Sciences Clinical Professor series faculty engage in scholarly or creative activities which derive from and support their primary responsibilities in clinical teaching and professional and service activities.

The Health Sciences Clinical Professor series is distinct from the Volunteer Clinical Professor series that is governed by [APM - 279](#), Volunteer Clinical Professor Series. University-paid staff physicians and staff clinicians and other clinicians and physicians practicing at non-UC-affiliated sites with teaching responsibilities may be appointed to titles in the Volunteer Clinical Professor series under [APM - 279](#). University-paid staff physicians and staff clinicians and other clinicians and physicians practicing at UC-affiliated facilities without teaching responsibilities may be appointed to the Clinical Associate title under [APM - 350](#), Clinical Associate.

### **278-8 Types of Appointment**

Faculty in the Health Sciences Clinical Professor series may serve the University on a full-time or part-time basis and may be appointed with or without salary. An appointment without salary at the University may be made for an individual who (1) holds a without salary or salaried clinical appointment at an institution with which the University has a formal affiliation agreement (a UC-affiliated facility), and (2) meets the criteria for appointment in this series as described in section 278-10.

- a. Titles (and ranks) in this series are:
  - (1) Health Sciences Clinical Instructor
  - (2) Health Sciences Assistant Clinical Professor

- (3) Health Sciences Associate Clinical Professor
- (4) Health Sciences Clinical Professor
- b. *An appointment* (as distinguished from a promotion) to one of the four ranks listed above occurs if the individual's immediately previous status was:
  - (1) not in the employ of the University; or
  - (2) in the employ of the University but not in this series; or
  - (3) moving from Health Sciences Clinical Instructor to Health Sciences Assistant Professor.
- c. *A change of series* is a type of new appointment for an individual whose last appointment was within the University of California, usually in a faculty title. A change of series may occur because an individual's duties change. A regular academic review is required for this action. A competitive search may or may not be required (see APM - 278-16-b).
- d. *A promotion* is advancement within this series from Assistant to Associate and Associate to Professor.
- e. *A merit increase* is advancement in salary step or to an above-scale salary rate without a change in rank (see [APM - 610, Salary Increases](#)).
- f. *A reappointment* is the renewal of an appointment in this series immediately following the end date of the previous appointment (i.e., without a break in service). A reappointment may or may not be accompanied by a promotion or a merit increase.

### **278-10 Criteria**

A candidate for appointment or advancement in this series shall be evaluated by the following criteria, which shall be appropriately weighted according to the primary emphasis on clinical and clinically-relevant teaching and patient care services and also according to the needs of the campus and the individual's responsibilities in the specific discipline. The Dean's or the Department Chair's recommendation letter placed in the dossier shall document the faculty member's expected balance of activities and shall be shared with the faculty member. The four criteria are:

- a. Teaching
- b. Professional competence and activity
- c. Scholarly or creative activity
- d. University and public service

These criteria and standards are set forth in [APM - 210-6](#), *Instructions to Review Committees That Advise on Actions Concerning the Health Sciences Clinical Professor Series*.

### **278-16 Restrictions**

#### **a. Funding**

No State funds shall be used for any salary above the Scale 0 rate associated with the Health Sciences Compensation Plan participant's rank and step on the Fiscal Year Salary Scale. Any compensation above the Fiscal Year Salary Scale 0 shall be funded using Health Sciences Compensation Plan funds and/or other non-State funds in compliance with any relevant fund source restrictions as outlined in [APM - 670-18](#), Health Sciences Compensation Plan.

#### **b. Change of series of appointees to other titles**

An appointee in the Health Sciences Clinical Professor series may change to another academic or professorial series following academic review. A competitive search may or may not be required. The Chancellor may grant a waiver of the search requirement in exceptional circumstances.

#### **c. Appointees at affiliated institutions**

In the case of an appointee in the Health Sciences Clinical Professor series who holds an appointment at an affiliated institution, the continuation of the academic appointment is contingent upon the continuation of the faculty member's appointment at the affiliated institution. In the case of an appointee in the Health Sciences Clinical Professor series who is partially paid by the affiliate and UC, the UC appointment may continue if the appointment at the affiliate ends. The decision to continue the UC appointment will be made by the Department Chair or Dean based on an assessment of the clinical and/or teaching needs of the Department or School.

### **278-17 Terms of Service**

An appointment in the Health Sciences Clinical Professor series shall have a specified ending date. Written notice of the appointment or reappointment shall follow the provisions of [APM - 137-17](#), Non-Senate Academic Appointees/Term Appointment. Typically, the effective date of an appointment will coincide with the University's fiscal year (July 1 through June 30). See [APM - 220](#), Professor Series for general academic personnel policy regarding appointment and promotion.

#### **a. Health Sciences Clinical Instructor**

At this rank, an initial appointment is limited to one year or less. Total service as a Health Sciences Clinical Instructor paid by the University or paid by an affiliated institution may not exceed two years. The Chancellor may grant an exception to the two-year limit.

**b. Health Sciences Assistant Clinical Professor**

Each appointment and reappointment at this rank is limited to one year or less. The normal period of service is two years at each step. Total University service at more than 50 percent time in this title, combined with service at more than 50 percent time in any of those titles listed in [APM - 133-0-b and -c](#), Limitation on Total Period of Service with Certain Academic Titles, may not exceed eight years of service.

Only those quarters or semesters at more than 50 percent time in a University-paid or affiliate-paid faculty position will count toward the eight-year limit.

Faculty holding a without salary Health Sciences Clinical Professor series appointment along with a salaried appointment at an affiliated institution at more than 50 percent time may not exceed eight years of service unless the Chancellor grants an exception to the eight-year limit for these appointees.

There is no eight-year limit for individuals holding an appointment at 50 percent or less time, whether salaried or without salary, unless the Chancellor establishes such a limit.

**c. Health Sciences Associate Clinical Professor and Health Sciences Clinical Professor**

Each appointment and reappointment at this rank is limited to a term of one year or less until the faculty member reaches Step VI. The normal period of service is two years at each step for a Health Sciences Associate Clinical Professor (Steps I, II, and III). The normal period of service is three years at each step for a Health Sciences Associate Clinical Professor (Steps IV and V) and for a Health Sciences Clinical Professor. Service at Step V or higher may be of indefinite duration. Advancement from Step VI to Step VII, from Step VII to Step VIII, and from Step VIII to Step IX will only be granted on evidence of continuing achievement at the level required for advancement to Step VI and usually will not occur after less than three years of service at the lower step. Except in rare and compelling cases, advancement to Above Scale status will not occur before at least four years of service at Step IX.

**278-18 Salary**

- a. The Fiscal Year Salary Scale for the Professor series shall apply, subject to the terms of special salary scales or the Health Sciences Compensation Plan Salary Scales. Salary provisions for Health Sciences Compensation Plan members are outlined in [APM - 670-18](#), Health Sciences Compensation Plan.
- b. Normal periods of service at each step in this series coincide with those of the Professor series as described in [APM - 220-18-b](#).
- c. Typically, a promotion or merit increase is effective July 1.

**278-20 Conditions of Employment**

- a. Appointees in this series are not members of the Academic Senate.
- b. Neither tenure nor security of employment is acquired by appointment to a title in this series, regardless of percentage of State funding.
- c. Prior to appointment each candidate's clinical competence shall be reviewed and approved by the Department Chair and/or the Dean as appropriate to the position and to the School. Evidence of clinical competence may be determined by campus guidelines appropriate to the specific discipline. At the discretion of the department, loss of professional license, credentialing, board certification, and/or active medical staff privileges may result in reassignment of duties or termination of appointment for cause under [APM - 150](#), Non-Senate Academic Appointees/Corrective Action and Dismissal.
- d. Expiration of an appointment, layoff, and termination**
  - (1) [APM - 137](#), Non-Senate Academic Appointees/Term Appointment, applies to this series.
  - (2) A Health Sciences Assistant Clinical Professor who, because of the eight- year limitation of service, is not reappointed as a result of a personnel review, may request a written statement of the reasons for non- reappointment. The written request must be made within 30 (thirty) calendar days of the notice of non-reappointment, and a written response shall be made within 60 (sixty) calendar days of the request. The written notice of non-reappointment shall be given to the individual before the specified ending date, whenever possible.

However, the appointment will expire on the specified ending date, regardless of whether the notice was provided before the specified ending date.
  - (3) Termination of an appointment prior to the specified ending date shall be only for good cause, and in accordance with the provisions of [Regents' Bylaw 40.3\(c\)](#). When the reason for termination is based on budgetary reasons, lack of work, or programmatic needs, the procedures described in [APM - 145](#), Non-Senate Academic Appointees/Layoff and Involuntary Reduction in Time, shall apply. When the reason for termination is for cause, such as misconduct, unsatisfactory work performance, dereliction of duty, or violation of University policy, the procedures described in [APM - 150](#), Non-Senate Academic Appointees/Corrective Action and Dismissal, shall apply.
- e. An appointee with a title in this series is eligible for leave with pay under [APM - 758](#), Leaves of Absence/Other Leaves with Pay, when the leave is in the interest of the University and to the extent allowable by the fund source(s) from which the salary is paid.
- f. Appointees with a title in this series are not eligible for sabbatical leave ([APM - 740](#), Leaves of Absence/Sabbatical Leaves).

- g. The Faculty Code of Conduct ([APM - 015](#)) applies to all appointees with titles in this series.
- h. The provisions of [APM - 140](#), Non-Senate Academic Appointees/Grievances concerning grievances of non-Senate academic appointees shall apply to appointees with titles in this series.
- i. The provisions of [APM - 145](#), Non-Senate Academic Appointees/Layoff and Involuntary reduction in Time concerning layoff and involuntary reduction in time shall apply to appointees with titles in this series.
- j. The provisions of [APM - 150](#), Non-Senate Academic Appointees/Corrective Action and Dismissal concerning corrective action and dismissal shall apply to appointees with titles in this series.

### **278-24 Authority**

The Chancellor has authority to approve academic personnel actions (e.g., appointments, reappointments, merit increases, promotions, and terminations) in this series in accordance with this and other applicable academic personnel policies. The Chancellor has authority to approve Above-Scale base salaries up to and including the Indexed Compensation Level threshold. Authority rests with the Provost and Executive Vice President for Academic Affairs to approve base salaries above the Indexed Compensation Level threshold (see [APM - 600-4-g](#)).

### **278-80 Review Procedures**

The general provisions of [APM - 220-80](#), Professor Series, apply to faculty appointed in the Health Sciences Clinical Professor series. The Chancellor, with the advice of the Academic Senate and clinical departments or other units as appropriate, shall develop local review procedures for this series and for all academic personnel actions (e.g., appointment, reappointment, advancement, and termination). Such procedures shall be developed within the guidelines described in [APM - 210-6](#), *Instructions to Review Committees That Advise on Actions Concerning the Health Sciences Clinical Professor Series*.

### **Revision History**

April 20, 2022:

- Technical revisions to update references to Regental governing documents.

For details on prior revisions, please visit the [Academic Personnel and Programs website](#).