



Institutional Handbook of Operating Procedures Policy 05.03.02	
Section: Faculty Policies	Responsible Vice President: Executive Vice President and Provost
Subject: Appointments and Rank	Responsible Entity: Office of Faculty Relations and Council of Deans

## I. Title

*General Policies for Academic Titles*

## II. Policy

- A. John Sealy School of Medicine, School of Health Professions, School of Nursing, and School of Public and Population Health

Eligibility for appointment, promotion, or granting of tenure is established by Regents' Rules and Regulations, Rule 31001: Faculty Appointments and Titles.

Recommendations for appointment or promotion to the title of Assistant Professor are made by the chair of each department to the Dean. Recommendations of the chair to appoint individuals to these faculty titles are subject to approval by the Dean, Provost, and final approval by the President.

Nominations for appointment or promotion to the titles of Professor and Associate Professor and the granting of tenure are reviewed by the Appointment, Promotion, and Tenure Committees of each School. Recommendations of the Committee to appoint individuals to faculty titles are subject to approval by the Dean, Provost, and final approval by the President. The award of tenure is subject to final approval by the UT System Board of Regents.

- B. Graduate School of Biomedical Sciences

See IHOP Policies [05.03.05, Faculty Recruitment Policy](#), and IHOP [05.03.07, Joint Appointments](#), regarding joint appointments.

## III. Procedure

- A. Tenure Track Faculty Titles

Except for the title Regental Professor, the only titles to be used in which faculty members may be granted tenure are Professor and Associate Professor. Faculty members with the title Assistant Professor may be within the tenure track but are not eligible to be awarded tenure while holding that title.

- B. Non-Tenure Track Faculty Titles

Tenure may not be awarded to a person appointed to a non-tenure title. Academic service with these titles, with the exception of the title of Instructor, does not allow for the accrual of time toward tenure. Appointments to these titles will be for a period of time not to exceed three (3) academic years. Such appointments will terminate at the expiration of the stated period of appointment without the notification of nonrenewal, except for appointments to the title of Instructor. Instructor appointments may only be terminated in accordance with Regents' [Rule](#)

31008. If UTMB determines that it is to the benefit of UTMB, it may offer reappointments to these titles in accordance with Texas Education Code Section 51.943, except that UTMB may not offer reappointments to individuals holding the titles Visiting Professor, Visiting Associate Professor, or Visiting Assistant Professor.

1. Instructor

This title denotes a probationary appointment as a member of an institutional faculty and may allow for the accrual of time toward tenure. During the period of probationary appointment to this rank the scholarly competence, teaching performance, and professional promise of the candidate will be evaluated. Appointments to this title may be without salary, part-time, or full-time.

2. Lecturer

This title may be used for individuals who will serve as teachers who will augment and complement regular teaching faculty. Appointments are non-salaried but may be with or without pay.

3. Specialist

This title may be used for professional individuals who will serve as practitioners in specific areas of instruction, training, or supervision. Appointments to this title may be without salary, part-time, or full-time.

4. Professor of (instruction, research, or clinical practice), Associate Professor of (instruction, research, or clinical practice), Assistant Professor of (instruction, research, or clinical practice), and Instructor of (instruction, research, or clinical practice). These titles may be used for individuals appointed to full-time or part-time positions for the primary purpose of patient care and other service activities or for the primary purpose of research activities, even though the individuals may be assigned teaching responsibilities, or for the primary purpose of instruction.

5. Visiting Professor, Visiting Associate Professor, Visiting Assistant Professor, and Visiting Instructor. These titles are used only for temporary appointments of individuals either visiting from other institutions where they hold similar ranks or who are brought to UTMB on a trial basis. Such appointments are limited to two (2) years and are not renewable. Appointments to this title may be without salary, part-time, or full-time.

6. Adjunct Professor, Adjunct Associate Professor, Adjunct Assistant Professor, and Adjunct Instructor. One of these titles may be used when a qualified individual from business, industry, government, private practice, or another institution of higher education may be participating in teaching, research, or clinical care at UTMB. If an individual from another academic institution of higher education may be participating in teaching, research, or clinical care at UTMB, the adjunct title should correspond to the title of a primary appointment at another institution. Appointments to the faculty with an adjunct title are non-salaried but may be with or without pay. Appointments will be for a stated period of time not to exceed one (1) academic year. Such appointments shall terminate upon expiration of the stated period of appointment without notification of nonrenewal. If UTMB determines that it is to the benefit of UTMB, it may offer reappointments to these titles.

7. Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor and Clinical Instructor. Appointments to the faculty with clinical titles are for salaried

community-based clinicians. These titles may be used by UTMB to designate regular part-time or full-time service on the faculty while involved in a professional clinical experience program. Appointments to the faculty with clinical titles are salaried and will be for a period of time not to exceed three (3) academic years. Such appointments will terminate upon expiration of the stated period of appointment without the notification of nonrenewal. If UTMB determines that it is to the benefit of UTMB, it may offer reappointments to these titles.

8. Adjoint Professor, Adjoint Associate Professor, and Adjoint Assistant Professor. These titles may be used by the institutions of the U.T. System to designate faculty who serve the institution in cooperative or joint programs pursuant to a memorandum of understanding, cooperative research and development agreement, or similar partnership instrument. These titles may also be used by an institution of the U.T. System to designate faculty of another U.T. System institution for the purpose of providing telehealth services or in-person health services, pursuant to an agreement. Individuals holding these titles will be employees of and compensated by the partnership organization or partner U.T. institution. They will not be deemed employees of the institution. They will, however, have the same obligations, responsibilities, and authority as regular faculty employed directly by the institution when performing faculty functions pursuant to the agreement. Appointments will usually be part-time for the purpose of supervising theses and dissertations or for the teaching of highly specialized courses. The term of the appointment shall be specified in the agreement with the partner organization.

C. **Honorific Titles.** The conferring of an honorific title does not change a faculty member's tenure or tenure-track status except as described in Subsection 2.3., Regents' Rules and Regulations, Series 31001, Faculty Appointments and Titles.

1. Regental Professor

Any faculty member who is awarded the Nobel Prize or who has in the past been awarded the Nobel Prize may, upon recommendation of the President, the Executive Vice Chancellor, and the Chancellor, be given the title Regental Professor. Because of the great honor associated with the award of a Nobel Prize, institutional tenure is awarded to Regental Professors by virtue of the appointment to this rank. Appointments to this title may be part-time or full-time. Appointments to this title are made by the Board of Regents pursuant to Regents' Rules and Regulations, Series 31001, Faculty Appointments and Titles, Sec.2.3.

2. Distinguished Teaching Professor

In recognition of their significant contributions to education, members of an institutional academy of distinguished teachers may use the honorific title Distinguished Teaching Professor. The use of this title may be conferred only upon approval by the President of UTMB.

3. Distinguished Research Professor.

In recognition of their significant contributions to research, members of an institutional academy of distinguished researchers may use the honorific title Distinguished Research Professor. This title may be conferred or removed only upon approval by the President of UTMB.

4. Distinguished University Professor

In recognition of their significant contributions through membership in the National Academies (e.g., Medicine, Engineering, Science, Humanities) or equivalent recognition,

faculty may use the honorific title Distinguished University Professor. This title may be conferred or removed only upon approval by the President of UTMB.

5. Dean Emeritus, Chair Emeritus, Professor Emeritus, and Associate Professor Emeritus. One of these titles may be given to a tenured faculty member who retired in current academic year or in anticipation of the retirement of a tenured faculty member, effective upon retirement. The conferring of one of these titles is not automatic upon retirement and is conferred upon recommendation of the Dean of the school in which the faculty member is appointed with the approval by the Provost, and final approval by the President. This appointment may not be used if the faculty member is contributing to any of the missions at UTMB. Appointments to this title must be without salary.

#### **IV. Relevant Federal and State Statutes**

[Texas Education Code Section 51.943](#)

#### **V. Relevant System Policies and Procedures**

[Regents' Rules and Regulations, Series 31001, Faculty Appointments and Titles](#)  
[Regents' Rules and Regulations, Series 31008, Termination of a Faculty Member](#)

#### **VI. Related UTMB Policies and Procedure**

[IHOP - 05.03.05 - Faculty Recruitment Policy](#)  
[IHOP - 05.03.07 - Joint Appointments](#)

#### **VII. Dates Approved or Amended**

<i>Originated: 11/01/1995</i>	
<i>Reviewed with Changes</i>	<i>Reviewed without Changes</i>
08/5/2012	
04/29/2016	
10/02/2018	
06/03/2020	
07/23/2025	

#### **VIII. Contact Information**

Council of Deans  
(409) 747-9083