

Georgia State University
College of Arts and Sciences
ADJUSTED SCHEDULES FOR ASSOCIATE PROFESSORS (ASAP)

Promotion to associate professor with tenure is an important step along the way to promotion to the rank of professor. Following promotion from the rank of assistant professor, an associate professor must be in rank at least five years to be eligible for promotion to the rank of professor. The college is committed to facilitating the research development of our early-in-rank associate professors so that they achieve the rank of professor in a timely manner. A healthy cadre of professors is an important measure of the vitality of a university's research and scholarship. It is important that we recognize and support the development of our productive, early-in-rank associate professors across all disciplines. Tenured associate professor faculty workload adjustments are designed to assist faculty members as they develop their record for promotion to professor. In addition, workload adjustments will serve to increase a faculty member's value to the college and university and thereby improve and enrich its programs. Tenured associate professors who achieve consecutive successful evaluations through their first two annual reviews once in rank with tenure will be eligible for a one-semester workload adjustment with no regularly scheduled classroom instruction or new service responsibilities. Successful annual reviews are defined as reviews in which the faculty member earns ratings of at least *excellent* in professional development and teaching and at least *very good* in service at the college level. Faculty hired at the rank of associate professor with tenure with more than one year of credit toward promotion to professor are not eligible for an ASAP workload adjustment.

The chair must submit an approved Workload Adjustment Request Form (prepared by the faculty member) within 30 days following the end of the spring semester. While this adjustment may be made in either semester of the third or fourth years following promotion to associate professor, its timing will be consistent with departmental needs and approved by both the faculty member's academic unit head and the area associate dean. The Dean's Office will provide up to \$5,000 of funding to the department for instructional support with the expectation that the faculty member will not teach any regular classes during the semester. The ability of the College of Arts and Sciences to offer workload adjustments each year will be dependent on the availability of funds.

The implementation of the ASAP program will result in a change to the Post-Tenure/Promotion Recognition of Faculty (PROF) program, whereby associate professors promoted to the rank of professor during the 2017-18 review year (promotion effective fall 2018) and beyond will no longer be eligible for a promotion-based PROF workload adjustment.

Endorsed by the College of Arts and Sciences Chairs Council: 10/08/2014