

# Promotion Guidelines | **Second Rank**

For Full-time, Fixed-term, or Standing Non-Tenure-Line Faculty

## Guidelines for Promotion to the **Second Rank**

A candidate for promotion to Assistant Teaching Professor (for faculty without a terminal degree) or to Associate Teaching Professor (for faculty with a terminal degree) must meet the criteria described below in the areas of teaching; innovation, professional growth, subject matter mastery, scholarship/creative achievement; and service.

Based on a four-point scale (4=excellent; 3=very good; 2=satisfactory; 1=unsatisfactory), the faculty member is expected to achieve one of the following:

- Demonstrate level-4 performance in teaching and at least level-2 performance in the remaining two categories.
- Demonstrate level-3 performance in teaching and in one additional category and demonstrate no less than level-2 performance in the remaining category.

### Rating Scale

**4. Excellent**

**3. Very Good**

**2. Satisfactory**

**1. Unsatisfactory**

### Resources

**University Policy AC23  
Promotion & Tenure Procedures and Regulations**  
[policy.psu.edu/policies/ac23](http://policy.psu.edu/policies/ac23)

**Penn State Altoona Promotion & Tenure Policy**  
[altoona.psu.edu/promotion-tenure](http://altoona.psu.edu/promotion-tenure)

### Questions?

**Penn State Altoona Office of Academic Affairs**  
814-949-5090

## The “Slam Dunk” Path to Promotion to the Second Rank

Teaching	Innovation, professional growth, subject matter mastery, scholarship/creative achievement	Service
<b>Excellent (4)</b>	<b>Excellent (4)</b>	<b>Excellent (4)</b>

**Note:** While this is the ideal path, it is more common to have a version of ratings like those listed below.

## Additional Paths to Promotion to the Second Rank

Teaching	Innovation, professional growth, subject matter mastery, scholarship/creative achievement	Service
<b>Excellent (4)</b>	<b>Satisfactory (2)</b> or <b>Higher</b>	<b>Satisfactory (2)</b> or <b>Higher</b>
<b>Very Good (3)</b>	<b>Very Good (3)</b>	<b>Satisfactory (2)</b> or <b>Higher</b>
<b>Very Good (3)</b>	<b>Satisfactory (2)</b> or <b>Higher</b>	<b>Very Good (3)</b>



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