

## 605.1 - Academic Appointments, Rank and Promotion

### **Purpose:**

The purpose of this policy is to establish the types of academic appointments, associated ranks, and promotion opportunities offered at Bismarck State College.

### **Policy:**

As Bismarck State College seeks to hire high-quality instructional staff to serve the needs of students and their academic goals, faculty appointments shall be probationary, tenured, or special. Faculty appointments are also associated with academic rank, and opportunities for promotion are provided to support faculty development and advancement.

### **Appointment Types**

Faculty appointments shall be probationary, tenured, or special.

- **Probationary Appointments**

When offered at the time of hire, probationary appointments are renewable annually and yield credit toward tenure. The probationary term is limited to six years of continuous academic service, excluding extensions to the term or exceptions to the continuous service requirement granted in exceptional circumstances.

- **Tenured Appointments**

When offered at the completion of the Bismarck State College tenure review process, tenured appointments recognize a right, subject to SBHE policy, to continuous academic year employment in an academic unit or program area as defined by BSC.

- **Special Appointments**

When offered at the time of hire, special appointments do not involve either tenure credit or status. Special appointments may be full-time or part-time positions, including adjunct, courtesy, visiting, or other categories.

### **Tenure-Track Designation**

The determination of whether a faculty position is opened or offered as a tenure-track appointment is based on institutional and programmatic need. Factors considered include, but are not limited to, whether the program supports transfer education, bachelor's or advanced degree pathways, accreditation or external requirements, and long-term instructional sustainability. Final determination is made upon recommendation of the Vice President for Academic Affairs, review by the Executive Council, and approval by the President.

### **Faculty Rank**

Faculty appointments are associated with the following academic ranks:

- Instructor (special appointment, part-time or full-time temporary, not eligible for advancement).
- Assistant/Associate Teaching Professor (special appointment; rank progression permitted).
- Assistant Professor (probationary/tenure-track).
- Associate Professor (tenure).
- Professor (tenure).

### **Promotion**

Promotion is the formal advancement in academic rank. Promotion processes vary by appointment type:

- Probationary faculty advance in rank through the tenure process.
- Tenured faculty may apply for promotion beyond Associate Professor.
- Faculty with special appointments may apply for promotion in rank, though promotion does not confer tenure credit.

The appointment terms and conditions shall be provided to the faculty in a written contract at the time of hire or renewal. The contract shall state whether the appointment is probationary, tenured, or special. The contract term shall generally not exceed one year. A multiple-year contract is subject to termination upon discontinuance of the program in which the faculty member is employed, non-appropriation or loss of funds, or financial exigency.

Failure to return a signed contract or other document indicating acceptance of the contract terms by the date stipulated on the contract constitutes a resignation resulting in termination of employment. The President may grant an extension for good cause demonstrated by the faculty member.

### **References:**

[605.1 Academic Appointments](#)

[BSC Policy 606.1 Faculty Qualifications](#)

[BSC Policy 605.1.1 Probationary Appointments – Promotion to Tenure](#)

[BSC Policy 605.1.2 Tenure Appointments – Post-Tenure Review](#)

[BSC Policy 605.1.4 Special Appointments and Promotion](#)

### **History of This Policy:**

History of This Policy: First policy: draft by the Faculty Senate during the 1988-89 academic years. Revisions – January 1989; February 2, 1989; February 3, 1989; July 1, 1989; October 21, 1991; July 13, 1994; April 19, 2004; Revised February 3, 2005, by Faculty Senate and approved by President Thigpen on October 24, 2005; Revised February 17, 2009, by Faculty Senate and approved by President Skogen on May 19, 2009; October 14, 2016. Reviewed – March 6, 2014,

---

Reviewed by Campus Council on November 19th, 2025, and reviewed by the Executive Council on November 25th, 2025, and approved by the President on November 25th, 2025.

Reviewed by Campus Council on February 13, 2026, and reviewed by the Executive Council on February 17, 2026, and approved by the President February 25, 2026.