

Promotion Standards and Criteria, Eligibility, Timing, and Procedures For Senior Lecturer Promotions MSP Contract Language (Article 21.10)

PROMOTION STANDARDS & CRITERIA

In addition to having accrued the necessary service credit, a candidate for promotion to Senior Lecturer or Senior Lecturer II must demonstrate evidence of:

- Meritorious performance in the area(s) of the candidate's responsibility and
- Promise of continuing professional development and achievement

ELIGIBILITY FOR PROMOTION TO SENIOR LECTURER

All Lecturers with at least six years of full-time-equivalent service as a Lecturer, Lecturer II, Clinical Assistant Professor, Clinical Associate Professor, Clinical Professor, Instructor, or in a position, excluding student employment, with duties and responsibilities substantially the same as Lecturer, will be eligible for consideration for promotion to the rank of Senior Lecturer.

ELIGIBILITY FOR PROMOTION TO SENIOR LECTURER II

All Senior Lecturers with at least six years of full-time-equivalent service as a Senior Lecturer or in a position, excluding student employment, with duties and responsibilities substantially the same as Senior Lecturers, will be eligible for consideration for promotion to the rank of Senior Lecturer II.

TIMING

The candidate may submit his/her portfolio no later than the first day of the spring semester of the academic year in which he or she has accrued or will accrue the equivalent of six years of full-time service in his/her current rank. The review process will be conducted during the spring semester of that academic year; resulting promotions will be effective on the following September 1st. The candidate will be notified of the Provost's decision no later than August 15 of the summer after the academic year in which the review takes place.

PROCEDURES

Candidates for promotion to the rank of Senior Lecturer or Senior Lecturer II shall follow this review process:

1. Candidates who believe they are eligible to apply for promotion consult with the Department Chair/Head to confirm eligibility.
2. The candidate assembles a portfolio of accomplishments in his/her area(s) of responsibility, including a personal statement, a current curriculum vitae, and all other materials that he or she believes will be essential to an adequate consideration of the case and submits the portfolio to his/her Department Head/Chair.
3. If the candidate wishes to include in the portfolio letters of evaluation from scholars or professionals in other University departments or from outside the University, he/she supplies a list of such evaluators to the Department Head/Chair with the portfolio. The Head/Chair solicits evaluations from the individuals

suggested by the candidate and may solicit evaluations from other relevant scholars and professionals.

4. The Department Head/Chair adds to the file all available evaluations of teaching effectiveness.
5. The Department Personnel Committee reviews the portfolio and forwards its vote and recommendation to the Department Head/Chair, simultaneously sending a copy to the candidate.
6. The Department Head/Chair reviews the portfolio and forwards his/her recommendation to the relevant college review committee (as described in paragraph below), simultaneously sending a copy to the candidate.
7. College Review Committees shall be constituted from three to five lecturers, elected by the lecturers in the respective schools and colleges. These committees review the portfolio and forward their votes and recommendations to the Dean, simultaneously sending a copy to the candidate.
8. The Dean reviews the portfolio and forwards his/her recommendation to the Provost, simultaneously sending a copy to the candidate.
9. The Provost reviews the portfolio and informs the candidate and all previous levels of review of his/her decision.