



Massachusetts Society of Professors

# SENIOR LECTURER PROMOTION WORKSHOP November 2024

# Agenda

1. Promotional Opportunities
2. Promotion Eligibility
3. How Review Differs from Tenure
4. Promotion Standards & Criteria
5. Review Timeline
6. Review Procedures
7. Rights of Candidates
8. Pandemic Safeguards



# Promotional Opportunities for Lecturers

**SENIOR LECTURER**

**SENIOR LECTURER II**



# Eligibility

**WHO?** ALL Lecturers and Senior Lecturers (full/part-time)

## **WHEN?**

### SENIOR LECTURER

Must have at least 6 years of full-time equivalent (FTE) service as a lecturer

### SENIOR LECTURER II

Must have at least 6 years of full-time equivalent (FTE) service as a senior lecturer

- Service in other titles or at other institutions may count
- Courses taught through CPE/UWW during fall & spring are included in FTE count
- Review occurs in spring of AY in which required FTE service accrues or will accrue
- Be sure to confirm your eligibility with your dept chair/head prior to submitting your file

## How this Review Differs from Tenure

- Not an up or out review. If you aren't successful the first time, you can be reviewed again.
- No requirement for outside reviewer letters
- Ratings of excellence/strength/no strength not appropriate

# Promotion Standards & Criteria

Candidates must demonstrate evidence of:

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



# Lecturer Promotion Review Timeline

<b>First day of spring semester January 30, 2025</b>	<b>Faculty members</b> applying for promotion to Senior Lecturer or Senior Lecturer II submit their portfolio through APWS to the Department Chair/Head
<b>March 1, 2025</b>	<b>Department Personnel Committee (DPC)</b> must advance their recommendation through APWS to the Department Chair/Head
<b>March 15, 2025</b>	<b>Department Chair/Head</b> must advance their recommendation through APWS to the college-level review committee (CRC)
<b>April 15, 2025</b>	<b>College-Level Review Committee (CRC)</b> must advance their recommendation through APWS to the Dean
<b>July 1, 2025</b>	<b>Deans</b> must advance their recommendation through APWS to the Provost
<b>August 15, 2025</b>	<b>Provost</b> must notify candidate of decision

# Senior Lecturer Promotion Review Process

## Assembling the Promotion Portfolio

### **CANDIDATE PROVIDES:**

- Personal Statement (be sure to include a section highlighting meritorious performance & promise of continuing achievement)
- Curriculum Vitae
- Other relevant materials

### **DEPT CHAIR PROVIDES:**

- Current Job Description
- Teaching Evaluations



# Senior Lecturer Promotion Review Process

## Assembling the Promotion Portfolio

### Examples of “other” materials to consider adding:

- Annual Faculty Reviews (AFRs)
- List of courses taught/syllabi
- Letters from students, midterm assessment reports from CTL
- Evaluation letters from scholars/professionals in other University departments or outside the University

# Senior Lecturer Promotion Review Process

## Review Levels

- Department Personnel Committee
- Department Head/Chair
- College Review Committee (CRC)
- Dean
- Provost

## Rights of Candidates

- Right to Present All Materials
- Right to Supplement File
- Right to be Informed of a Personnel Recommendation
- Right to Discuss Reasons for Negative Decisions
- Right to Equitable Treatment

# Pandemic Safeguards

- Pandemic Impact Statement on AFRs
  - Candidates should be explicit about their efforts and contributions during period of remote learning
- Instruction to On-campus Reviewers
  - Rely on self-reporting of teaching accomplishments during the SRTI suspension period (no penalty or comparisons)
  - Recognition of difficulties in carrying out traditional service
- MSP Negotiated Workload Adjustments
  - No penalty to candidate
  - Process unaltered

## Other Resources

- Academic Personnel Workflow System (how to guides/training schedule)

<https://www.umass.edu/provost/teams-and-reporting-units/academic-personnel/academic-personnel-workflow-system-apws>



- ❖ APWS policy questions: [academic.personnel@umass.edu](mailto:academic.personnel@umass.edu)
- ❖ APWS technical support: [apws-support@provost.umass.edu](mailto:apws-support@provost.umass.edu)

## Other Resources

- Workshop Materials on MSP Website

<https://umassmsp.org/workshops/>



- Office of Faculty Development (programs/resources specific to NTT faculty including a promotion writing community)

<https://www.umass.edu/faculty-development/sustainable-careers/supporting-non-tenure-track-faculty>

# Faculty Speakers

Monday, November 18

Karen Skolfield, Sr. Lect. – College of Engineering (JYW)

Andrew Farrar, Sr. Lect. – CNS Advising Center

# Faculty Speakers

Tuesday, November 19

Allison Butler, Sr. Lect. -- Communication

Ludmila Tyler, Sr. Lect. – Biochemistry & Mol. Biology