



Massachusetts Society of Professors

# SENIOR LECTURER PROMOTION WORKSHOP February 2021

Welcome

# Format of Meeting

- Please do not record or photograph the meeting in any way.
- Please stay on mute unless called on to speak.
- There will be opportunities for questions. Please type the word “stack” into the chat box to take your place in the speaking order.
- Any unanswered questions can be typed into the chat and MSP will follow up after the workshop.
- Workshop materials have been posted on the MSP website ([umassmsp.org](http://umassmsp.org)).
- If you have questions about your individual situation please email them directly to: [msp@umass.edu](mailto:msp@umass.edu). All queries to the union are confidential.

# Agenda

1. Promotional Opportunities
2. Promotion Eligibility
3. How Review Differs from Tenure
4. Promotion Standards & Criteria
5. Review Timeline
6. Review Procedures
7. Pandemic Challenges



# 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

## 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>On or about January 22, 2022</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>On or about March 5, 2022</b>	<b>Department Personnel Committee (DPC)</b> must advance their recommendation through APWS to the Department Chair/Head
<b>On or about March 19, 2022</b>	<b>Department Chair/Head</b> must advance their recommendation through APWS to the college-level NTT review committee (CRC)
<b>On or about April 16, 2022</b>	<b>College-Level NTT Review Committee (CRC)</b> must advance their recommendation through APWS to the Dean
<b>On or about May 17, 2022</b>	<b>Deans</b> must advance their recommendation through APWS to the Provost
<b>August 15, 2022</b>	<b>Provost</b> must notify candidate of decision

# Senior Lecturer Promotion Review Process

## Assembling the Promotion Portfolio

### **CANDIDATE PROVIDES:**

- Personal Statement
- Curriculum Vitae
- Other relevant materials

### **DEPT CHAIR PROVIDES:**

- Current Job Description
- Teaching Evaluations

# Senior Lecturer Promotion Review Process

## Assembling the Promotion Portfolio

### **“OTHER” MATERIALS TO CONSIDER ADDING:**

- Annual Faculty Reviews (AFRs)
- List of courses taught/syllabi
- Statement highlighting meritorious performance & promising of continuing achievement
- 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
- NTT College Review Committee (CRC)
- Dean
- Provost

# Senior Lecturer Promotion Review Process

## 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 Challenges

- Pandemic Impact Statement on AFRs for the purpose of documenting the impact on your work
  - 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
  - Recognition of difficulties in carrying out traditional service

## Other Resources

- Workshop Materials on MSP Website  
<https://umassmsp.org/workshops/>



- UMass ADVANCE Program (Documenting COVID-19 Impacts)  
<https://www.umass.edu/advance/sites/default/files/inline-files/UMass%20ADVANCE%20COVID-19%20Tool%20August%2017%202020%20Final.pdf>

## Other Resources

- Academic Personnel Workflow System (how to guides/training schedule)  
<https://www.umass.edu/provost/resources/all-resources/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)