

Department of Community and Leadership Development

Policy and Regulations Concerning Lecturer Positions

Approved by Faculty October 22, 2010

Approved by the Dean November 5, 2010

Percentage of Lecturers:

Lecturers, who are professionally qualified teachers hired for a fixed term, will comprise no more than fifteen percent (15 %) of the number of tenured and tenure-eligible faculty of the Department of Community and Leadership Development at the University of Kentucky. As specified in the *Administrative Regulations* (AR 2:9 Section I), lecturer series appointments shall not be made when appointment in a tenure-eligible series is appropriate.

Appointment at the Rank of Lecturer:

When seeking to hire a lecturer, the Department will place a job announcement describing the position and duties in appropriate disciplinary publications and/or job banks. This announcement will request interested candidates to submit a cover letter, a current curriculum vita, a statement of teaching and other professional interests, evidence of teaching effectiveness, and letters of reference. Top candidates will be selected by a search committee and invited to campus for an interview process which will include a formal presentation to the Department.

The appointee will have received a terminal degree in an appropriate discipline and show promise of being an excellent teacher as evidenced by previous teaching experience, performance during the formal interview, and the teaching statement submitted as part of the application process. (Evidence of appropriate experience may substitute for a terminal degree with approval of the Provost.)

Lecturer appointments may be for 9, 10, 11, or 12 months. Periods are determined at the creation of the position description.

Appointment at the Rank of Senior Lecturer:

In the event that the Department wishes to hire someone from outside the University of Kentucky at the rank of Senior Lecture, the department will place a job announcement describing the position and duties in appropriate disciplinary publications and/or job banks. This announcement will request interested candidates to submit a cover letter, a current curriculum vita, a statement of teaching and other professional interests, evidence of teaching effectiveness, and letters of reference. Top candidates will be selected by a search committee and invited to campus for an interview process which will include a formal presentation to the Department.

The appointee will have received a terminal degree in an appropriate discipline at least five years prior to appointment and be demonstrably an excellent teacher. In addition, the lecturer will have a record of excellence in the performance of any assigned nonteaching responsibilities.

Senior Lecturer appointments may be for 9, 10, 11, or 12 months. Periods are determined at the creation of the position description.

Reappointment at the Ranks of Lecturer or Senior Lecturer:

Lecturers of any rank will demonstrate a continuing record of excellent teaching and mentoring of undergraduate students. A statement of what constitutes excellent teaching can be found in the "Instruction" section of the Department's *Guidelines for Tenure, Promotion and Excellence* which can be accessed at http://administration.ca.uky.edu/files/evidence_statement_cld.pdf.

Lecturers will also demonstrate an active professional development program, which may include research related to the lecturer's substantive area of instruction or in the scholarship of teaching and learning.

Lecturers will contribute to the productive functioning of the department by participating in departmental, college and university committees as well as academic or public organizations related to the lecturer's instructional duties.

In sum, the lecturer or senior lecturer will have shown evidence of living up to his or her promise of excellence at teaching and will also have a record of excellence in the performance of any assigned nonteaching responsibilities.

Promotion to the Rank of Senior Lecturer:

A lecturer series faculty employee may be considered for promotion (without tenure) from the rank of Lecturer to the rank of Senior Lecturer at any time after five (5) years of continuous full-time service. In preparing a recommendation to the Dean on a promotion case in the lecturer series, the department Chair shall consult with tenured and tenure-eligible faculty of the Department and obtain their written judgments.

The candidate for senior lecturer will have received a terminal degree at least five years prior to promotion and be demonstrably an excellent teacher. The candidate will have shown evidence of living up to his or her promise of excellence at teaching and will also have a record of excellence in the performance of any assigned nonteaching responsibilities.

Nonrenewal of Appointment and Terminal Appointment:

Nonrenewal of appointments and terminal appointments follow the *Administrative Regulations* (AR 2:9) and may occur in the following circumstances. There has been a change in the instructional program of the Department such that there is no longer a need for the services of a lecturer or senior lecturer. The lecturer or senior lecturer has persistently failed to perform well

as a teacher (or in his or her nonteaching responsibilities) as evidenced by the materials gathered as part of the performance review process and any additional information available to the Department such as information gained through classroom observation.

Lecturer Series faculty employees are entitled to the right of appeal on matters of procedure, privilege and/or academic freedom that is afforded faculty employees in other faculty series, as prescribed in the *Administrative Regulations* (AR 2:1-1, Sections XI and XII) and as provided in the *Governing Regulations* (GR I.I).

Performance Review

Lecturers will undergo a performance review on the schedule prescribed by the University and College following the same process utilized for the review of faculty in other title series. Criteria and evidences of excellent performance in instruction and other DOE areas can be found in the Department's *Guidelines for Tenure, Promotion and Excellence* which can be accessed at http://administration.ca.uky.edu/files/evidence_statement_cld.pdf.