The Department of Curriculum and Instruction

C&I PPS 04.01.20

Senior Lecturer Policy

Developed: Fall 2018

Review Cycle: Every five years

Reviewer: C&I Voting Faculty

**Statement of Purpose**

* 1. In compliance with University policy, the Department of Curriculum and Instruction will implement and periodically revise the following policy regarding the appointment of Senior Lecturers.

This policy should be viewed as a Department-specific policy. The purpose of this document is to establish general guidelines for decisions regarding whether a Lecturer is sufficiently vested in the Department to merit a title change to Senior Lecturer. Note that such a change does not affect the person’s salary. Senior Lecturer appointments can be made for three- to five-year terms, pending successful annual reviews and recommendations to reappoint, renewable annually. Senior Lecturers can be reappointed to subsequent terms. Senior Lecturer duties will be more expansive than those for Lecturers and will include the teaching function and expanded service activities. In addition, scholarly/creative activities are encouraged and allowed, but not required.

* 1. All Senior Lecturers have professional responsibilities in teaching and service beyond workload expectations.

**Criteria for Senior Lecturers**

* 1. Lecturers who have been employed by the Department of Curriculum and Instruction at Texas State University for three or more years, who have a record of service to the Department either through Departmental committees or special assignments, who have provided evidence of excellence in teaching, and whose performance/merit overall earns a ranking of exceeds expectations or higher may request a change of appointment to Senior Lecturer. Such requests should be made in writing to the Department Chair.
	2. Upon receiving a request for an appointment as a Senior Lecturer, the Chair will review the Lecturer’s annual review folders for the most recent three-year period to determine if the criteria stated above have been met. The Chair will also review Departmental needs and anticipated availability of positions. If the Chair determines that the criteria have been met and Departmental needs are sufficient to warrant a three-year position, the Chair will consult with the Personnel Committee and will submit a request for a change of status from Lecturer to Senior Lecturer to the Office of the Provost. The final decision regarding the availability of a Senior Lecturer position rests with the Provost.
	3. Once a decision has been reached, the Chair will communicate the decision to the applicant. If the change of status is denied, the Chair will provide the reason.

**Certification Statement**

This C&I PPS has been approved by the reviewers listed below and represents the C&I policy and procedure from the date of the document until superseded.

Voting Faculty Representative:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                   Date:   \_\_\_\_\_\_\_\_\_\_

Approver:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_                                              Date:   \_\_\_\_\_\_\_\_\_\_

                  Chair