

The Position of Lecturer in the Texas State English Department

The policies below, in practice for many years, have been adapted from PPS 7.14 as well as the English department's policy statement.

Lecturers play an essential and valuable role within the English department by supporting its mission to educate undergraduates. Lecturers ordinarily hold at least a master's degree, typically in English, and must have completed 18 hours or more of graduate instruction in English courses. Applicants with experience teaching first-year writing are preferred. Qualified applicants for lecturer positions may submit by email a statement of interest together with a current *curriculum vitae* to the chair of the department.

In the English department, lecturers are appointed as temporary, non-continuing full-time employees each semester. Usually, the appointment is based on a percentage of full time (rather than per course) and ranges from 25% (one class) to 100% (four classes). Lecturers with at least a 50% appointment are eligible for various university benefits, including health insurance.

As explained in PPS 7.14, the department's ability to hire lecturers is based on departmental need and is contingent on enrollment. Although faculty appointed during any given semester may be hired in subsequent semesters, reappointment is not automatic. It is based on need as well as performance and favorable evaluation. The department strives to hire and re-hire faculty as early as possible, but the hiring schedule depends on factors such as the pattern and number of enrollments.

A lectureship is a teaching appointment, and lecturers are evaluated solely in the category of teaching, not in scholarly/creative activity or service. Ideally, lecturers acquire experience in teaching and develop the professional expertise that will add depth and breadth to their academic credentials.

Though lecturers are not obligated to participate in departmental meetings, the English department welcomes lecturers to attend and participate in them. The department's policy states that, except for meetings and decisions that concern personnel issues (e.g., tenure, promotion, merit, and hiring), all faculty, including lecturers, are invited to attend faculty meetings. Moreover, faculty (including lecturers) who are hired on the basis of a percentage of full-time at a rate of 50% or more and who do not hold an administrative appointment outside of their college are invited to vote on all non-personnel issues. Lecturers hired per-course or who teach less than 50% are invited to attend general faculty meetings but may not vote.

Lecturers in the Department of English have access to an office and computer. They are encouraged to participate in activities that will help them develop professionally, including professional development workshops offered on campus and professional conferences off campus. Lecturers are eligible for reimbursement for travel expenses subject to the same limits and regulations that apply to tenured faculty

and senior lecturers. In accord with the Adjunct Faculty Workload Release program, eligible lecturers may propose a project and compete for one of a limited number of half-time releases from teaching, funded each year by the university.

Lecturers are expected to know and follow policies that pertain to all faculty, including those related to the development of syllabi, conduct of classes, grading, learning outcomes, absence, examinations, office hours, etc. Details may be found in the departmental and college policy statements, PPS 4 and others in Academic Affairs, various UPPSs, and the *Faculty Handbook*.

Lecturers are welcome to bring questions about the position to the lecturers' coordinator and/or to the chair of the department.