

Lecturer Series Faculty AR 2:9 Frequently Asked Questions (FAQs)

The revised Lecturer Series Faculty AR 2:9 went into effect June 8, 2010

- 1. If an educational unit does not employ Lecturer Series faculty, is the unit required to establish criteria and procedures for appointment, reappointment, non-renewal of appointment in the first year of service, terminal reappointment, promotion, and faculty performance review in the Lecturer Series or establish the percentage or number of Lecturer Series faculty within the unit?*

No. Not until an educational unit intends to hire its first faculty employee in the Lecturer Series need it establish criteria and procedures. Furthermore, educational units are not required to establish by majority vote the maximum number or percentage of Lecturer Series faculty that may be employed by the unit until the unit intends to hire its first faculty employee in the Lecturer Series. If the unit decides to hire lecturers, then the unit must (1) establish the percentage or number of Lecturer Series faculty that may be employed by the unit, and (2) establish the criteria cited above and have those criteria approved by the dean.

- 2. May an educational unit confer an initial appointment at the rank of Senior Lecturer?*

Yes. As long as the candidate meets or exceeds the unit's written criteria for appointment at the rank of Senior Lecturer, the unit may tender an offer at the rank of Senior Lecturer. However, unlike hiring at the rank of Lecturer, for which the dean has final authority to approve or disapprove, final authority for hiring at the rank of Senior Lecturer rests with the Provost.

- 3. May an educational unit offer a newly hired Senior Lecturer a rolling contract without having the Senior Lecturer first serve a four-year term of full-time service?*

No. Both Lecturers and Senior Lecturers must complete a four-year term of full-time service before the educational unit may offer these faculty employees rolling contracts.

- 4. May an educational unit hire a faculty person in the Lecturer Series who has not earned a terminal degree appropriate to the field of assignment?*

Not without permission from the Provost. The exception, once granted by the Provost, shall remain in effect until there is a substantive change in the faculty employee's assignment.

NOTE: Deans are asked to request a one-time exception for each Lecturer Series faculty employee in their college, hired before June 8, 2010, who does not have a terminal degree.

5. *May an educational unit assign a teaching load greater than 3 courses (or 9 undergraduate credit hours) per semester to a faculty employee in the Lecturer Series?*

Yes, with approval from the Provost. The University's nominal definition of a full-time academic year is the equivalent to teaching 4 courses per semester. The prescribed teaching load of a faculty employee in the Lecturer Series (3 courses per semester) assumes that the remainder of effort (roughly 25%) is assigned to specific additional academic tasks (e.g., assisting with student learning outcomes assessment at the program or university levels, development of courses, etc.). No other duties may be assigned to a faculty employee in the Lecturer Series who carries a teaching load of eight (8) courses in a given year. The Provost recognizes that there is considerable variability in the teaching portfolio of different colleges and departments, and will work with the deans to tailor the requirements for individual colleges.

6. *May a faculty employee in the Lecturer Series teach a course at the 400-level or above?*

Not without permission from the Provost. The preponderance of the teaching assignment for Lecturer Series faculty shall be limited to the courses at the 100-, 200- and 300-level. Exceptions, with justification, must be approved explicitly by the Associate Provost for Faculty Affairs in order to comply with SACS accreditation rules.

7. *How does a college complete the Notice of Academic Appointment form once a faculty employee in the Lecturer Series is offered a rolling contract?*

The individual's contract period on the Notice of Academic Appointment form shifts annually by one year. For example, a Senior Lecturer on a rolling contract would have his or her contract periods, beginning in 2010-11, denoted annually on the Notice over a four-year period as follows:

- a. 2010-11 Notice – Appointment: July 1, 2010 – June 30, 2013
- b. 2011-12 Notice -- Appointment: July 1, 2011 – June 30, 2014
- c. 2012-13 Notice -- Appointment: July 1, 2012 – June 30, 2015
- d. 2013-14 Notice -- Appointment: July 1, 2013 – June 30, 2016

NOTE: During the years that a Lecturer Series faculty employee is on a rolling contract, the Notice of Academic Appointment **will state** the following in the **“Comment” box.**

“This Notice of Academic Appointment tenders a rolling contract to the faculty employee in the Lecturer Series named herein. A rolling contract in the Lecturer Series is subject to the conditions stated in Sections II and III of AR 2:9 (Lecturer Series Faculty).”

NOTE: The statement above will be generated automatically from the Faculty Database when you create a *Notice* form and indicate that a rolling contract is being offered or continued.

8. *Under what conditions may an educational unit revoke a rolling contract?*

In the event that a faculty employee in the Lecturer Series is assigned a composite rating of unsatisfactory on an annual faculty performance review (see AR 3:10), the unit administrator shall not recommend the renewal of the faculty employee's rolling contract. Sections III.A and III.B of AR 2:9 (Lecturer Series Faculty) enumerate the steps that the unit administrator must take if a faculty employee in the Lecturer Series receives a composite rating of unsatisfactory on an annual faculty performance review.

9. *Are Lecturers Series faculty allowed to serve on committees?*

Yes. A Lecturer Series faculty employee is allowed to serve on committees provided that the individual does not have a full-time teaching assignment (see #5 above) and such committee assignments support the educational missions of the college.

10. *When does the provision for rolling contracts go into effect?*

July 1, 2010