

**SUNY Polytechnic Institute proposal for Procedures for Promotion of Lecturers developed by a working group with representation from faculty governance, including 3 current lecturers, Provost's office, Human Resources, and UUP.**

**Introduction:**

This proposal has been generated in response to concerns conveyed to the SUNY Poly UUP Chapter leadership by faculty who serve as full-time lecturers (qualified academic rank). A primary concern among the faculty with qualified academic rank is the absence of the opportunity and associated process for lecturers to earn promotion. This absence has several significant detrimental consequences. It creates an unstable and uncertain career path for lecturers. It prevents lecturers from being recognized and rewarded for their contributions to the university. These factors, in turn, increase the possibility that lecturers may leave the university, creating uncertainty and instability with respect to the institution's ability to deliver quality education. UUP therefore proposes the following for your consideration.

**Short-term goal:** to present to faculty governance bodies and the administration for endorsement in 2019-2020, a proposal for a process for promotion of lecturers. That proposal contains several elements: new titles to be created at SUNY Poly; benefits associated with promotion; eligibility for promotion; criteria for promotion; review process for promotion; portfolio for promotion.

**New Titles to be created at SUNY Poly**

Senior Lecturer – the first promotion for which lecturers will become eligible

Advanced Senior Lecturer – the second promotion for which lecturers will become eligible

**Benefits Associated with Promotion**

Salary Increase: amount at the discretion of the administration, consistent with salary increases in the academic rank positions.

**Eligibility for Promotion**

A lecturer may apply for promotion after 5 years of full-time teaching at SUNY Poly. A lecturer may receive up to 2 years credit for full time teaching at another institution. Amount and nature of credit must be negotiated by lecturer, hiring manager and Human Resources at the time of original appointment.

A Senior Lecturer with three years of service in rank at SUNY Poly is eligible to apply for promotion to Advanced Senior Lecturer

**Criteria for Promotion**

Promotion requires consistent demonstration of excellence in teaching and service, as well as other criteria consistent with the Policies of the Board of Trustees determined to be relevant for

a lecturer as indicated in the lecturer's appointment letter.

Reviewers shall consider three types of evidence of excellence in teaching in full-time roles at SUNY Poly or another institution:

- Lecturer-produced evidence (such as teaching philosophy and reflective self-evaluation of teaching; discussion of pedagogical innovations and refinements; syllabi of different courses reflecting different teaching techniques; samples of information provided to students, including assignments, handouts, slides; pedagogical scholarship)
- Student-produced evidence (such as student rating of instruction/course evaluations ; student-submitted assignments; student feedback; student work produced in collaboration with or under the tutelage of the lecturer); and
- Faculty, peer, and externally-produced evidence (such as peer evaluations; classroom observations; previous recommendations from peers, deans, provosts; external awards and recognition).

Reviewers shall also consider evidence of excellence in services to the lecturer's department, college, and/or university, including committee and other service. Services to the local community can be considered, as can scholarship, taking particular note of duties and responsibilities (such as, for example, tutoring, course/section coordination, service to the profession, or creative activities) specified in the appointment letter or other documents.

Promotion from Senior Lecturer to Advanced Senior Lecturer requires evidence of continued excellence in teaching and service (see above); it also requires additional contributions to education, which may consist of:

- Pedagogical development or scholarship (publications in peer-reviewed journals, conference presentations, publication in proceedings, participation in pedagogical and assessment initiatives external to SUNY Poly);
- Leadership in institutional initiatives with the local community or elsewhere, or leadership roles in local community organizations;
- Service to the profession in the form of membership on professional committees or panels, membership in regional or national societies.

### **Review Process for Promotion**

Lecturers express their interest to be considered for promotion to the Dean of the college. The process must conform to the process for review and reappointment specified by the program, department, and college to which the candidate is appointed and must include review by the Academic Personnel Committee, Provost and President.