

TO: PROVOST ROBERT JONES

FROM: MARY BETH KURZ

FACULTY MANUAL EDITORIAL CONSULTANT

DATE: _____

RE: FACULTY MANUAL CHANGE, _____

The Faculty Senate approved the referenced Faculty Manual changes on _____
for inclusion in the *Faculty Manual*.

I am including the following:

Upon receiving your approval for all the pending changes they will be incorporated into the 2021-2022 *Faculty Manual*.

Please indicate your approval or desire for revision below. Further, please indicate whether this change requires approval by the Board of Trustees.

Provost Signature

Provost Approval
Revisions Needed

Board of Trustees Approval needed?

If revisions are needed, please follow up by email to mkurz@clermson.edu

FACULTY SENATE RESOLUTION 202004a

Policy Committee Approval: October 2020
Faculty Senate Consideration: November 2020

Topic: “Hiring Senior Lecturers”

Whereas, Clemson University makes provision for faculty participation in planning, policymaking, and decision-making with regard to academic matters; and

Whereas, the University also provides for such participation in matters of faculty welfare and general university concern; and

Whereas, the *Faculty Manual* (Chapter IV§B.2.i.iv.(3) and (4)) indicates time in rank at Clemson as the only qualification of eligibility for promotion of special rank faculty, and as written, does not allow for the hiring of external faculty at the rank of Senior Lecturer; and

Whereas, Policy Committee Report 201919 (PCR201919) concluded that direct hiring of lecturers at the Senior rank increases flexibility and agency of departments in hiring the best possible candidates and in accommodating spousal hires; and

Whereas, PCR201919 recommended that the *Faculty Manual* be amended to allow for hiring of external faculty candidates at the rank of Senior Lecturer; and

Whereas, PCR201919 recommended that external candidates hired at Senior Lecturer rank may be hired with a 1-year contract for a probationary period of 2 years, after which reappointment at the standard contract length for the rank be decided by departmental TPR guidelines and procedures; and

Whereas, the conclusions and recommendations of PCR20191 were accepted and approved by the Faculty Senate during the regular meeting held in November 2019; and

Whereas, amendments to the Faculty Manual must be made in order to establish the hiring of external faculty at the rank of Senior Lecturer and establish the initial terms of appointment; and

Whereas, the Faculty Senate approved amending FSR202004 during a regular meeting in October 2020; it is therefore

Resolved, that Chapter IV§B2iiv, concerning the lecturer ranks, be amended to **insert** the paragraphs “(1) No person in a lecturer rank whose appointment begins after 15 May 2011 shall have administrative duties inconsistent with those of regular faculty.”; “(2) Length of service in any lecturer rank is, itself, not a sufficient criterion for promotion in lecturer ranks. Instead, the process and criteria for promotion in lecturer ranks are determined by departments/ schools and shall be described in their TPR document.”; “(3) Candidates for appointment to the special faculty ranks shall be recruited and evaluated using a process specified in the departmental

1 bylaws”; and “(4) Proposals for appointment at a rank higher than Lecturer must be reviewed in
2 accordance with the department’s tenure and promotion process to the extent possible given time
3 constraints in the hiring process. At a minimum, department criteria regarding teaching, must be
4 applied; prior experience at another institution be considered and the department TPR
5 committee, chair, and Dean must all endorse the procedure.” and it is
6

7 **Resolved**, that Chapter IV§B2iiv(1) be amended to **strike out** the words “as of 15 May 2011”
8 and to **strike out** the sentences “in cases where the assignment of regular faculty ranks is not
9 appropriate. Individuals having initial lecturer appointments beginning after 15 May 2011 shall
10 have no administrative duties inconsistent with those of regular faculty.” and to **insert** the words
11 “the rank” between the words “is” and “assigned”; and it is
12

13 **Resolved**, that Chapter IV§B2iiv(3) be amended to **strike out** the words “special faculty” and to
14 **strike out** the words “that may be applied for after four full academic years of service by a
15 lecturer; equivalent experience at Clemson may be counted towards the four-year service
16 requirement. Senior lecturers shall have no administrative duties inconsistent with those of
17 regular faculty.”; and it is
18

19 **Resolved**, that Chapter IV§B2iiv(3)(a) be amended to **strike out** the words “(a) The senior
20 lecturer appointment is intended to” and to **strike out** the word “lecturers” and to **insert** the word
21 “which” between the words “rank” and “recognize” and to insert the word “those” between the
22 words “of” and “who”; and it is
23

24 **Resolved**, that Chapter IV§B2iiv(3)(b) be amended to **strike out** the paragraph “(b) Length of
25 service as lecturer is, itself, not a sufficient criterion for promotion to senior lecturer. Instead, the
26 process and criteria for promotion from lecturer to senior lecturer are determined by
27 departments/ schools and shall be described in their TPR document.”; and it is
28

29 **Resolved**, that Chapter V§B7g, concerning appointment lengths for Senior Lecturers, be
30 amended to **strike out** the sentence “Senior Lecturers shall be offered three-year contracts with
31 the requirement of one year’s notice of non-reappointment before July 15 of the penultimate
32 year.” And **insert** the sentences “In the case of external hire into the rank of Senior Lecturer,
33 initial appointments shall be for two years. All other appointments at the rank of Senior Lecturer
34 shall be for three years.”; and it is
35

36 **Resolved**, that Chapter V§C2biii, concerning the number of years of experience as a Lecturer
37 required for eligibility for promotion to Senior Lecturer, be amended to **insert** the sentence “or
38 another institution” between the words “Clemson” and “may”.
39

40 *This resolution will become effective upon approval by the Clemson University Executive Vice*
41 *President for Academic Affairs and Provost and its inclusion in the next revision of the Faculty*
42 *Manual.*
43

44 ***Final Proposed Language:***
45 Chapter IV§B2iiv. Lecturers

1 **(1) No person in a lecturer rank whose appointment begins after**
2 **15 May 2011 shall have administrative duties inconsistent with**
3 **those of regular faculty.**

4 **(2) Length of service in any lecturer rank is, itself, not a sufficient**
5 **criterion for promotion in lecturer ranks. Instead, the process and**
6 **criteria for promotion in lecturer ranks are determined by**
7 **departments/ schools and shall be described in their TPR**
8 **guidelines and procedures.**

9 **(3) Candidates for appointment to the special faculty ranks shall**
10 **be recruited and evaluated using a process specified in the**
11 **departmental bylaws.**

12 **(4) Proposals for appointment at a rank higher than Lecturer**
13 **must be reviewed in accordance with the department's tenure and**
14 **promotion process to the extent possible given time constraints in**
15 **the hiring process. At a minimum, department criteria regarding**
16 **teaching, must be applied; prior experience at another institution**
17 **be considered and the department TPR committee, chair, and**
18 **Dean must all endorse the procedure.**

19 (1) Lecturer, ~~as of 15 May 2011,~~ is **the rank** assigned to persons who
20 have teaching as their primary job assignment ~~in cases where the~~
21 ~~assignment of regular faculty ranks is not appropriate. Individuals having~~
22 ~~initial lecturer appointments beginning after 15 May 2011 shall have no~~
23 ~~administrative duties inconsistent with those of regular faculty.~~

24 (2) Temporary Lecturer is assigned to individuals who receive limited
25 duration appointments. These appointments shall be for one-year or less
26 and may be renewed.

27 (3) Senior Lecturer is the special faculty rank **which** that may be applied
28 for ~~after four full academic years of service by a lecturer; equivalent~~
29 ~~experience at Clemson may be counted towards the four year service~~
30 ~~requirement. Senior lecturers shall have no administrative duties~~
31 ~~inconsistent with those of regular faculty.~~

32 (a) ~~The senior lecturer appointment is intended to recognize the~~
33 ~~efforts, contributions, and performance of lecturers~~ **those** ~~who~~
34 ~~combine effective instruction with additional significant contributions to~~
35 ~~the mission of the University.~~

36 (b) ~~Length of service as lecturer is, itself, not a sufficient criterion for~~
37 ~~promotion to senior lecturer. Instead, the process and criteria for~~
38 ~~promotion from lecturer to senior lecturer are determined by~~
39 ~~departments/ schools and shall be described in their TPR document.~~

40 Chapter V§B7g. Terms of Appointment

41 g. ~~Senior lecturers shall be offered three year contracts with the~~
42 ~~requirement of one year's notice of non reappointment before July 15~~
43 ~~of the penultimate year.~~ **In the case of external hire into the rank**
44

1 **of Senior Lecturer, initial appointments shall be for two years.**
2 **All other appointments at the rank of Senior Lecturer shall be**
3 **for three years.**
4
5

6 Chapter V§C2. Reappointment Policies

7 a. The intention of periodic reappointment review of untenured regular
8 faculty is to provide feedback to the individual regarding progress
9 towards tenure and / or promotion with consideration to the number of
10 years remaining on the probationary period. The criteria for
11 reappointment are independent of an extension of the probationary
12 period.

13 b. The intention of periodic reappointment review of lecturers and
14 senior lecturers is to provide feedback to the individual regarding
15 progress towards promotion.

16 i. Lecturers shall be evaluated annually by their department
17 chair/school director and their unit TPR committee following
18 procedures and standards that shall be specified in the unit's TPR
19 document.

20 ii. Following a lecturer's fourth year of service, the department chair
21 and the unit TPR committee shall conduct a comprehensive review
22 of the lecturer either in response to a request for promotion to
23 senior lecturer or to advise the lecturer of progress towards
24 promotion to senior lecturer.

25 iii. Equivalent experience at Clemson **or another institution** may
26 be counted towards this four-year service requirement.
27
28