This career-track has been developed to recognize those faculty members employed by the University whose duties involve primarily the undergraduate (BA degree) and graduate (Masters and Doctoral) educational and teaching mission of the College of Humanities. The University of Arizona uses the term “career-track” instead of “nontenure-eligible” in the faculty member’s title. While promotion in this track may consider scholarship as a factor, definitions of that scholarship are broad, including such activities as program development, participation in national organizations, educational research, and development of educational tools. For the career-track designation, appointments must be on a full-time FTE basis. Lecturers with “adjunct” in their title and those who are part-time or limited term are not eligible for the “career-track” designation and their titles will retain the “nontenure-eligible” designation. The criteria for appointment and evaluation of lecturers are the same regardless of career-track or nontenure-eligible designation.

I. CRITERIA FOR APPOINTMENT AND PROMOTION

A. CRITERIA FOR APPOINTMENT AS LECTURER

Appointment at the level of Lecturer is based on accomplishment and promise as a University-level educator, which can include program development, advising, and educational research. Satisfactory completion of a terminal degree in the relevant field is typically required. This individual is expected to have regular and direct contact with COH undergraduates and with graduate students when and where appropriate.

B. CRITERIA FOR PROMOTION OR APPOINTMENT AS SENIOR LECTURER

In addition to the requirements for appointment as Lecturer, appointment at, or promotion to, the level of Senior Lecturer is based chiefly on the quality and extent of a candidate’s teaching performance and experience and possibly contributions beyond the classroom when those are clearly connected to a candidate’s job description*. Appointment at this rank will typically require five or more years of full-time university teaching experience as Lecturer or the equivalent. The individual should possess documented excellent teaching skills comparable to those of tenure-track faculty (including favorable to outstanding evaluations by students and peers) and show continuing promise, where appropriate, of excellent contributions beyond the classroom. Appointments at this level are typically for at least three years, with the proviso that all reappointments for longer than one year require the approval of the Provost.
C. CRITERIA FOR PROMOTION OR APPOINTMENT AS PRINCIPAL LECTURER

In addition to the requirements for appointment as Senior Lecturer, appointment at, or promotion to, the level of Principal Lecturer is based chiefly on the quality and extent of a candidate’s teaching performance and experience and possibly contributions beyond the classroom when those are clearly connected to a candidate’s job description*. Appointment at this rank will typically require five or more years of full-time university teaching experience as a Senior Lecturer. The individual should possess documented excellent teaching skills comparable to those of tenure-track faculty (including favorable to outstanding evaluations by students and peers) and show the achievement, where appropriate, of excellent contributions beyond the classroom. Appointments are typically for at least three years, with the proviso that all reappointments for longer than one year require the approval of the Provost.

* Criteria of evaluation:
- The candidate should excel in teaching as evidenced by: U of A Teacher/Course evaluations, peer evaluations, awards, letters.
- The candidate should have substantial experience in and knowledge of teaching programs in which he/she participates, typically five or more years is required.
- The candidate will normally contribute to and participate in the mission of the department beyond classroom teaching. Such contributions could include, but are not limited to, the following: Development of new courses; exploration of innovative teaching techniques; advising independent studies; mentoring students regarding careers and academic life; participating in research; publishing and presenting in educational venues; participating in departmental, university or national committees; sponsoring academic clubs, activities or workshops; and acquiring funds for academic, educational, or outreach activities.

II. GENERAL PROCEDURES/POLICIES FOR APPOINTMENT, PROMOTION AND RETENTION EVALUATION

Review for Initial Appointment:

In the COH, all requests for initial appointment undergo review at the department and college level. Packets are reviewed by a department Search Committee set up for each case, which normally should include one ad hoc member knowledgeable about lecturer responsibilities and roles. The Committee’s recommendation goes to the department head and, with his or her recommendation, is then forwarded to the COH Dean. The Dean can finally make such appointments at his or her level, as long as they are funded within a College budget approved by the Provost.

Review for Promotion:

Review for promotion of all faculty in these roles within COH requires completion of a dossier following guidelines** published by the Provost’s Office, including letters that evaluate teaching performance and appropriate professional work beyond the classroom. Recommendations for promotion shall be considered by the standing departmental and college P&T committees, as well as the appropriate Department Head and Dean, before the Dean decides on each such promotion.
Review for Retention of Career-Track Faculty, All Ranks:

Review for retention in rank requires a current CV following guidelines published by the Provost’s Office and a statement of goals and accomplishments for the period under review as well as goals for the future. These materials are reviewed by a faculty committee at the unit level set up to review Lecturers, which can be the department committee for Annual Performance Reviews. The department head reviews this evidence with the committee recommendation and notifies the faculty member of the results of the review in writing.

Lecturers who are reappointed after a limited term will have their title changed from “nontenure-eligible” to “career-track”. The new designation is a change in title only and does not mean that the faculty member is eligible for tenure.

**Will typically include:
CV; statement of teaching philosophy; record of teaching load; teaching evaluations from students; and peer evaluations (departmentally based).