

MEMORANDUM

TO: Fort Wayne Senate

FROM: Talia Bugel, Chair
Faculty Affairs Committee

DATE: November 8, 2019

SUBJ: Procedures of promotion for Lecturers at PFW

WHEREAS, the Fort Wayne Senate approved guiding principles and procedures for tenure-track faculty at IPFW in the spring of 2015; and

WHEREAS, the Fort Wayne Senate determined that it was prudent to draft separate guiding principles and procedure documents for promotion of Lecturers;

BE IT RESOLVED, that the Fort Wayne Senate adopt SD 19-XX as the procedures for promotion of Lecturers at PFW.

SPECIAL ABBREVIATED PROCEDURE FOR FIRST YEAR
OF SENIOR LECTURER PROMOTION PROCESS

Given the timeline involved for department criteria and approval and subsequent approval at all levels of cases and the fact that we currently have no Senior Lecturers to fulfill the roles required by this process, the first year should include an abbreviated process for promotion to Senior Lecturer such that Lecturers who meet the following criteria may submit their cases for review by a department committee *by March 15, 2020*. The Department Committee will make a recommendation to the Chair who then recommends to the Dean and, subsequently, Vice-Chancellor for promotion of Lecturers who:

- Have been at PFW/IPFW for at least 7 consecutive years; and
- Have had positive reappointments for the past 5 years; and
- Have made a substantial positive contribution to the campus which must be supported via:
 - Demonstrated commitment to student success
 - Continued reflection upon and improvement of their teaching;And may also be supported via:
 - Administrative responsibilities
 - Course or curricular revisions
 - Mentoring others' teaching
 - Service and/or community engagement
 - Research/creative endeavor.

OR

- Meet approved department criteria