

LECTURER SERIES FACULTY

GUIDELINES FOR APPOINTMENT, RE- APPOINTMENT, AND PROMOTION

Lecturer title series faculty are not eligible for tenure and are expected to have effort focused mostly on teaching, with some professional development and service. Expectations align with areas of assignment on the Distribution of Effort. For the lecturer title series, excellence in teaching is the primary concern and is not offset by excellence in other areas.

University regulations pertaining to the appointment, re-appointment, and promotion of individuals in the Lecturer Series are detailed in the Administrative Regulations (AR), Section 2:9. As per the ARs, individuals employed in the Lecturer Series hold non-tenure-track appointments, with responsibilities primarily related to undergraduate instruction (75 - 90%) and other assigned duties (e.g. advising, assessment, recruitment, support of student professional activities) that serve the undergraduate mission of the unit or the college (10 -25%).

The guidelines presented here have been established to assist the members of the Department of Mining Engineering in evaluating Lecturer Series Faculty for re-appointment and potential promotion to the rank of Senior Lecturer (without tenure) and to provide candidates with an understanding of those factors to be considered in the evaluation process. These guidelines are intended to supplement, but not replace, the procedures described in the University of Kentucky Administrative Regulations.

RE-APPOINTMENT PROCEDURES

Re-appointment decisions will be based primarily on evaluations conducted during regularly scheduled Faculty Performance Reviews per AR 2:9. Teaching performance will be evaluated through the preparation of a detailed teaching portfolio that includes a reflective statement on teaching philosophy, samples of teaching materials, innovative course contributions, and complete quantitative and qualitative student course evaluations, organized by semester. Other factors that may be taken into consideration include feedback obtained from student letters and interviews, and an assessment by unit faculty as to the strength of preparation and readiness of undergraduates as they move forward in the curriculum. Activities related to advising, assessment, and other undergraduate support functions are to be detailed in the Performance Review documentation and accompanying teaching portfolio.

PROCEDURES FOR PROMOTION TO SENIOR LECTURER

Procedures for promotion to the rank of Senior Lecturer (without tenure) are detailed in the Administrative Regulations. The guiding criteria for promotion to Senior Lecturer include both direct teaching activities and other teaching-related activities, including professional

development and service. The distribution of effort for a lecturer or senior lecturer is expected to be 75-90% teaching and 10-25% other teaching-related activities, including professional development as prescribed by AR 2:9VI-a. Other effort distributions shall be documented on the DOE form as approved by the department chair and considered in the evaluation.

The candidate for promotion to Senior Lecturer shall demonstrate a strong and sustained record of high-quality and effective classroom teaching and student advising; successful teaching across multiple undergraduate courses is expected, including participation in undergraduate laboratory courses, as appropriate. In addition to outstanding classroom performance, significant teaching contributions will be taken into consideration, include the following:

- A detailed teaching portfolio including a statement on teaching and advising philosophy, samples of teaching materials and assignments, peer, student and course evaluations.
- A record of teaching undergraduate courses, limited to 100, 200, and 300 levels as prescribed by AR2:9 VI-A, and including exceptions specified in the regulation.
- Student letters to demonstrate a candidate's quality of teaching.
- Teaching awards or other formal acknowledgments of teaching excellence.
- Valued contributions to the educational mission of the Department and University such as the development of new courses and/or laboratory experiments, the introduction of novel teaching techniques, modules, or technologies, the creation of new materials such as textbooks or web-based content, etc.

In addition, the candidate for promotion to the rank of Senior Lecturer is expected to participate in professional development or scholarship activities related to teaching, such as:

- Participation in educational conferences as a panelist or paper author/presenter
- Authoring of engineering education-related publications
- Securing of engineering education-related grants or extramural funding as PI or co-PI.
- Sustained involvement in the advising of student professional groups, undergraduate mentoring, and engagement in student extracurricular activities.

Involvement in other external functions, such as recruitment and participation in science and engineering-related events in the local community, will also be considered.



Statement of Evidences for Lecturers
College: Pigman College of Engineering
Unit: Department of Mining
Approved by Provost: Tannock, 1/24/2025
Approved by College Dean: 1/24/2025
Approved by Unit Director (Indicating Approval by Faculty): 1/24/2025