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LECTURER FACULTY PROMOTION: CRITERIA FOR PROMOTION (from the Chairperson's Handbook)

Weinberg continuing lecturer faculty members in the ranks of lecturer, senior lecturer, and distinguished senior lecturer typically hold Ph.D., M.F.A., or M.A. degrees (the M.A. in those departments in which the degree is appropriate), while professors of instruction almost always hold the Ph.D. or M.F.A.

RANK OF SENIOR LECTURER.

Appointment or promotion to the rank of **senior lecturer** typically recognizes an excellent and sustained record of accomplishment as lecturer at Northwestern or elsewhere. The department makes a recommendation, first, on the basis of the candidate's performance as a teacher, this normally being demonstrated by high rankings on teaching evaluations, strong estimates of teaching in letters solicited in confidence from the candidate's former students, colleagues' reports of visits to the candidate's classes, and the candidate's conceptions of his or her courses as represented by syllabuses and related course material. A further requirement for promotion to the rank of senior lecturer is assumption of an intellectual or professional role in areas beyond immediate classroom teaching, for example, in the development of innovative courses or methodologies and the writing of successful grant applications in the support of curriculum development, in administration, in general advising or advising of undergraduate independent research projects, as fellow of a University residential college, as an active participant on committees organizing academic conferences at Northwestern.

An initial University appointment may be at the rank of senior lecturer if it requires extensive or unusual experience, or if a candidate will bring unusually strong credentials and experience to the position. More typically, appointment is on the basis of promotion from within, usually following six or more years at the rank of lecturer. Lengthy service is not in itself a sufficient basis for promotion. Early promotion may be recommended. A first appointment from outside Northwestern is typically for a term of two years. Subsequent appointments and reappointments based on internal promotion are typically for three-year terms. The rank of senior lecturer is usually the terminal rank for members of the CLF who teach, advise, or do teaching-related research less than half-time – for example, for an assistant or associate chair of a department who teaches one or two courses a year, or for a CLF member who is appointed to the University's research faculty in a position that is more than half-time. Promotion or appointment to this rank requires approval by the Provost upon recommendation by the Dean.

RANK OF DISTINGUISHED SENIOR LECTUER.

Appointment to the rank of **distinguished senior lecturer** is typically on the basis of distinguished work as senior lecturer at Northwestern or comparable service at a peer institution. Promotion or appointment is based on a department's recommendation to the Dean to the effect that the candidate is a superlative teacher as reflected in teaching evaluations, letters from students, the quality of syllabuses and other course materials, and related evidence. A combination of active contributions to campus intellectual life and to regional intellectual and professional life are further requirements for promotion—for example, as department administrator with major responsibilities (although, as noted above, consideration for this promotion is typically possible when a person's teaching, advising and teaching –related research are at least half-time), as a leading figure in curricular reform, as master of a University residential college, as office holder in regional professional associations or convener of regional conferences on pedagogical topics or presenter of papers on pedagogical subjects at regional conventions, as writer of successful grant applications supporting such activities.

Time in rank preceding promotion is typically six or more years. Length of service is not a basis for promotion. Early promotion is possible. An initial University appointment may be at the rank of distinguished senior lecturer if it requires extensive or unusual experience to the position. An appointment

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at this rank from outside Northwestern is typically for a term of three years. Subsequent appointments and reappointments require the approval of the Provost.

RANK OF PROFESSOR OF INSTRUCTION.

The recently established rank of **professor of instruction** is the result of a recommendation by the Weinberg College faculty and agreement by the College and University administrations. The requirements and expectations for this appointment or promotion to this rank depart considerably from those for other CLF ranks, and it is expected that relatively few such appointments to this highest position will be made.

The broad criterion for appointment or promotion to this rank is national recognition for a candidate's contributions to the improvement of pedagogy in his or her field. It is expected that the candidate's national reputation will be earned by a combination of contributions in such areas as leadership of relevant national organizations, significant presentations at national conferences and conventions, contributions to curricular reform and innovation by means of peer-reviewed textbooks or articles in disciplinary or pedagogical journals, by other innovative instructional materials, by successful application for funds to support important instructional research, and by the like. The department and subsequent reviewers evaluate the quantity, quality, creativity, importance, and influence of such contributions. They look for evidence of superior achievement relative to that of peers at institutions similar to Northwestern and for indications that the individual will continue to make excellent contributions to the improvement of pedagogy in his or her field. The appointment or promotion process includes the solicitation of confidential letters from colleagues at comparable universities or other qualified experts who can assess the candidate's national role, (This solicitation requires a different calendar for promotion to this rank; see Promotion and *timetable for promotion to rank of professor of instruction*) The candidate for appointment or promotion to this rank will have an excellent record as teacher and advisor of undergraduate research, as that is reflected in teaching evaluations, confidential letters from students, and related materials.

Normally a candidate will spend six or more years in rank as distinguished senior lecturer before being considered for promotion to the rank of professor of instruction. Length of service in rank is not in itself sufficient grounds for promotion. Early promotion may be recommended. An appointment at this rank from outside Northwestern is normally for a term of three years followed by five-year reappointments. Appointments based on internal promotion are typically for terms of five years. The Provost must approve appointment or promotion.