

Rule 6-310: Appointment, Reappointment and Evaluation of Lecturer Faculty and Other Non-Faculty Instructional Personnel in Qualified Interdisciplinary Teaching Programs.

Revision 3. Effective date: April 3, 2017

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I. Purpose and Scope

A. Purpose.

1. To implement University Policy 6-310 and Policy 6-302 with respect to certain specified academic units designated here as qualified Interdisciplinary Teaching Programs. To establish a University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee. To augment Policies 6-310 and 6-302 by further specifying procedures for appointments, evaluations, and reappointments (including reappointments with promotion) of Lecturer faculty within the designated qualified Interdisciplinary Teaching Programs.

B. Scope.

[reserved]

II. Definitions

The definitions provided in Policy 6-310 apply for this rule.

III. Rule

A. Designation of Qualified Interdisciplinary Teaching Programs.

1. The academic units of the University listed in section III-A-2 are hereby designated as Qualified Interdisciplinary Teaching Programs (“QIDT Programs”), which pursuant to Policy 6-310 and this Rule have the limited authority to make appointments of faculty in the category of Lecturer for individuals whose primary responsibilities are the teaching of courses offered through such programs.
2. Qualified Interdisciplinary Teaching Programs are:
 - a. The LEAP Program
 - b. The Honors College (formerly known as the Honors Program)
 - c. The Environmental and Sustainability Studies Program

3. Criteria. This designation is made based on the following significant characteristics of these programs:
 - a. Interdisciplinarity of subject matter.
 - b. Teaching as one of the primary functions, and with established expertise in offering multiple courses (particularly including credit-bearing courses for the undergraduate curriculum) significant to the overall teaching mission of the University.
 - c. Not administratively housed within any academic department and not otherwise authorized to make appointments of faculty of any category.
 - d. Established internal governance structures suited to providing faculty-peer input and internal administrator input for making recommendations regarding appointments, periodic evaluations, and reappointments of Lecturer faculty candidates.
- B. Establishment and functions of University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee.
 1. The University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee (“UITP Committee”) is established. The membership and leadership shall be as follows:
 - a. The Committee will be composed of nine members drawn from University faculty. Six of those shall be tenure-line (tenured/tenure-track) faculty members drawn from the faculty of the academic colleges which offer undergraduate degrees, with no more than one of the six from any one college. The other three members shall be Career-line faculty members who are not affiliated with a QIDT program. No more than one of those three shall be from any one college. It is possible for Tenure-line members and Career-line members of the Committee to be from the same college.

revision schedules developed by the Senate Faculty Review Standards Committee under that Policy for Statement contents for other types of academic units (including descriptions of rights and responsibilities of Career-line faculty members).

2. Such Statements of Rules shall be approved by the primary administrator of the Program, and a committee of faculty affiliated with the Program, and shall be subject to approval by the UITP Committee.
3. The procedures described in each Statement for appointments, evaluations, and reappointments (including reappointments with promotion), shall not be inconsistent with the procedures generally described for career-line (particularly Lecturer) faculty appointments in Policy 6-302 (with adaptation for variations in structure), and may draw generally upon the principles for conducting evaluative reviews of tenure-line faculty described in Policy 6-303. The procedures shall include the following:
 - a. Each Program shall establish an internal committee of faculty affiliated with the Program to serve as a Program Faculty Appointments Advisory Committee ("Program Advisory Committee"). That Program Advisory Committee, by majority vote, shall prepare a recommendation as to each candidate considered for initial appointment or reappointment (including reappointment with promotion in rank). That Committee may allow for non-voting participation in its deliberations by non-faculty personnel affiliated with the Program (if so described in the Statement). For purposes of its deliberations, that Committee shall be provided with sufficient information about the qualifications of the candidate---including competence in teaching.
 - b. The primary administrator of each Program shall review the recommendation prepared by the Program Advisory Committee, and shall independently prepare a recommendation, as to each candidate considered for appointment or reappointment.

- c. As appropriate for the circumstances of a particular Program, provision may be made for a recommendation to be prepared by any other administrator with oversight responsibilities for the Program.
 4. The Statement of rules of each Program shall include a schedule for conducting periodic evaluations of all faculty holding Lecturer appointments in the Program pursuant to this Rule. That schedule shall include annual reviews of all Lecturers, and more thorough reviews to be conducted no less frequently than every five years for long-term Lecturers, consistent with Policy 6-310. That schedule ordinarily will coordinate the evaluation review process with the process of considering candidates for reappointment (including reappointment with promotion in rank).
- D. Review and recommendations of Lecturer appointments/ reappointments by the University Interdisciplinary Teaching Programs Faculty Appointments Advisory Committee.
 1. For each candidate considered for initial appointment or reappointment (including reappointment with promotion in rank) by a QIDT Program, the recommendations from the Program Advisory Committee and the recommendation(s) from the relevant administrator(s) shall be forwarded to the UITP Committee. The UITP Committee may require all or part of the record regarding the candidate to be delivered to the Committee for its deliberations. At the request of either a QIDT Program representative or any Committee member, the Committee shall invite a representative of the Program to meet with Committee members to discuss recommendations regarding any candidate or group of candidates. The UITP Committee by majority vote shall produce a recommendation regarding appointment or reappointment, and shall forward that recommendation, along with the recommendations from the Program and relevant administrators, to the cognizant senior vice president (for further processing as described in Policy 6-302 for all faculty appointments).
- E. Evaluations of non-faculty instructional personnel.

1. Each QIDT Program shall develop a Statement of rules describing procedures, criteria, and standards for initial employment, reemployment, and periodic evaluations of non-faculty instructional personnel (as defined in Policy 6-310) who perform teaching activities in the Program. This Statement shall be subject to approval by the UITP Committee, and may be joined with the Program's Statement of rules regarding Lecturer faculty.

F. Guidance from the Senate Faculty Review Standards Committee.

1. The Senate Faculty Review Standards Committee, as primary delegee of the Academic Senate authority under Policy 6-002 and Policy 6-310, may in consultation with the cognizant vice president provide guidance for development, periodic updating, and approval of the Statements regarding Lecturer faculty (Part III-C) and the Statements regarding non-faculty instructional personnel (Part III-E) governed by this Rule, and for future revisions of this Rule.

Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.

IV. Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources

A. Policies/ Rules.

1. Policy 6-300: The University Faculty - Categories and Ranks.
2. Policy 6-302: Appointments of Faculty
3. Policy 6-303: Reviews of Tenure-line Faculty Members (RPT Criteria, Standards, and Procedures)
4. Policy 6-310: Reviews of Career-line, Adjunct, and Visiting Faculty Members, and Other Instructional Personnel (Standards and Procedures)

B. Procedures, Guidelines, and Forms. [*reserved*]

C. Other Related Resources. [*reserved*]

V. References

A. [*reserved*]

VI. Contacts

The designated contact officials for this Regulation are

- A. Policy Owner(s) (primary contact person for questions and advice): Associate Vice President for Faculty
- B. Policy Officer(s): Sr. Vice President for Academic Affairs

See Rule 1-001 for information about the roles and authority of policy owners and policy officers.

VII. History

Revision History.

A. Current version. Revision 3.

- 1. Approved by -- Academic Senate April 3, 2017, with effective date of April 3, 2017.
- 2. Legislative History
- 3. Editorial Revisions
 - a. Editorially revised July 18, 2023 to move to current regulations template.
 - b. Editorially revised to remove Entertainment Arts and Engineering Program effective July 1, 2023.

B. Previous versions.

- 1. Revision 2. Effective Dates. June 10, 2014 to April 2, 2017.
 - a. Legislative History for Revision 2.
- 2. Revision 1. Effective Dates. July 1, 2013 to June 30, 2014

3. Revision 0. Effective Dates. March 9, 2010 to June 30, 2013.
 - a. Legislative History for Revision 0.