

9/24/19

Dear part-time faculty,

We are writing to remind you of an upcoming deadline (10/1) to notify your chair if you plan to go up for promotion to Lecturer II or III. In addition to receiving a higher per credit rate of pay, part-time faculty are now eligible for a promotion bonus of \$2,000 (newly negotiated in this contract).

Relevant excerpts from the part-time contract are below for your convenience. Please feel free to [reach out to us in the Contract Administration Committee](#) with any questions about the promotion process.

Evaluations & Promotions, Article 15.1.D:

ii. A Lecturer I shall be eligible for promotion review to Lecturer II after the Lecturer I has either completed six years and 36 credits, or taught 60 total credits over any period of time. Effective with the Fall semester 2018, co-taught credits will be pro-rated to reflect the number of faculty members co-teaching the course, not to be less than 25% of the course credit per faculty member. For example, if two lecturers are co-teaching a course, then the credits for the course will be split in half between the two lecturers.

iii. A Lecturer I must notify his or her department chair of his/her Home Department and the University's Contract Administrator no later than the start of the semester in which they want to be reviewed for promotion (i.e. October 1 for a Fall or Winter semester promotion review or February 10 for a Spring or Summer semester promotion review). The Lecturer I must be on active appointment for the semester in which they want to be reviewed. Once the Lecturer I submits a dossier for promotion review, in accordance with any department-established procedures, the review will take place and be completed within that semester, except that Summer promotions will be completed in the Fall.

Details about the dossier to be presented may be found at:

<https://www.uvm.edu/provost/guidelines-and-forms-reappointment-promotion-and-tenure-rpt>

vi. The process for the promotion from Lecturer II to III shall be the same as for promotion from Lecturer I to II as outlined in Article 15.1.D.i-v. except with eligibility thresholds at ten years and 60 credits of active teaching service at the University and/or 100 credits compensated by the University (except for PEAC). Effective with the Fall semester 2018, co-taught credits will be pro-rated to reflect the number of faculty members co-teaching the course, not to be less than 25% of the course credit per faculty member. For example, if two lecturers are co-teaching a course, then the credits for the course will be split in half between the two lecturers.

Best wishes,

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